

Dear Councillor

You are summoned to attend a **Meeting of St Austell Bay Parish Council** to be held on **Thursday 18 November 2021** at **6.00 pm** in **The Pattern Hall, Charlestown Road.**

Julie Larter

Julie Larter
Clerk
11 November 2021

07873 383400
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 21 October 2021

Pages 4-9

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

(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 applications and any planning applications received after publication of this agenda:

(i) PA21/08772 – Land NE of St Levan's Church, Porthpean:
Construction of a 3/4 bedroom house on domestic recreation land

(ii) PA21/10976 – 5 Garden Walk: Cutting back of Horse Chestnut tree

(b) To note the situation regarding the following planning applications:

(i) PA20/09731 – 4 Garden Walk, Duporth: Construction of single storey extension with new sun terrace above and alterations to existing property *(revised plans)*

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

9. Neighbourhood Plan

To note that the Strategic Group has now been disbanded and to authorise expenditure on printing hard copies of the Plan

10. People's Climate Festival

To consider a request from Cornwall Council for a donation towards the cost of the event

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11. South West Coast Path Closure

To note the current situation

12. Porthpean Beach

To consider undertaking work to tidy up an area at the rear of

13. Queens Platinum Jubilee

To consider how to celebrate the jubilee

14. Defibrillator

To ratify discussions held in 2016 and 2017 to fund the annual maintenance charge for a public access defibrillator on the Duporth estate

15. Working Parties

(a) Traffic Working Party

*To note membership of the group and discuss the outcome of a meeting held on 4 November and to action accordingly
(Cllr Bull)*

(b) Environment and Climate Crisis Working Party

(i) To consider adopting amendments to the Climate Emergency Action Plan

*(ii) To receive a verbal report of a meeting held on 2 November
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Pages 11 -13

(c) Regatta Working Party

*To receive a verbal report of a meeting held on 26 October
(Clerk)*

16. Highways Matters

To note any concerns

17. Financial Matters

(a) To consider a draft budget for 2022/23 and determine the amount of precept required

Appendix (i)

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

Appendix (ii)

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

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20. Dates for the Diary

To note any forthcoming dates for members' diaries

21. Dates of future Parish Council Meetings

16 December, 20 January, 17 February, 17 March, 21 April

MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 21 October 2021 at 6.00pm in The Pattern Hall

Present: Cllrs Bill Leach (Chairman), Sue Leach, Nick Foster, Nigel Chatterjee, Jackie Bull, Mike Norris, Sandie Bailey

In attendance: Cllr James Mustoe CC; 6 members of the public.

(21/084) Apologies for Absence

Apologies were received from Cllrs Reynolds and Hallows.

(21/085) Minutes of a Meeting of the Parish Council held on 9 September 2021

It was **RESOLVED** that the minutes of a Meeting of the Parish Council held on 9 September 2021 be signed as an accurate record of the meeting.

(21/086) Matters to Note

The Clerk reported that Helen Nicholson, Cornwall Council's Community Link Officer as moved areas and the new CLO is Caitlin Lord. The Clerk was asked to write to Ms Nicholson thanking her for all her help in the past, particularly in the early stages of the neighbourhood plan and for her help during the Covid crisis.

The Council's application for a Landmark Tree has been successful and it had previously been agreed that this will be planted in the Regatta field. The Council has authorised the purchase of 2 additional trees, one for each ward. Cllr Reynolds has suggested that the Porthpean and Trenarren tree is planted at Carrickowel Point and asked for suggested locations in Duporth.

(21/087) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(21/088) Chairman's Announcements

The Chairman apologised for bringing the time of the meeting forward.

The Chairman said how impressed he was with the development at the old coal yard. However he mentioned that he had been driving along Charlestown Road and a pedestrian stepped off one of the paths to the rear of the cottages straight onto the road. He had been of the view that there was going to be a path inside the wall running parallel to the road, with just one exit onto Charlestown Road instead of individual exits. The Clerk was asked to check the plans.

The Chairman said that Cormac have set up a storage compound in the Regatta field in connection with the east cliff reparation works.

(21/089) Cornwall Councillor's Report

Cllr Mustoe said that he is pleased to be working with the parish council and Cormac regarding traffic and parking issues across the parish. He has met with residents from Quay Road to discuss parking and planning issues. Cllr Mustoe reported that he led a campaign at County Hall to have the affordability assessment fee for people purchasing affordable homes removed, and he was delighted that this has now happened. The Chairman thanked Cllr Mustoe for championing this important issue. Cllr Mustoe's full report is available on the parish council website.

(21/090) Public Participation

A member of the public expressed concern about planning application PA21/07841 relating to 179 Charlestown Road. The member of the public commented that in his opinion some of the information contained within the planning application was incorrect – the old orchard has not always been part of 179 and he did not wish to see any development on the site. The member of the public was concerned that there were no plans showing the proposed elevations contained in the application.

(21/091) Planning Applications and Related Matters

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

The Chairman and Cllrs Leach and Foster attended a site meeting and said that the amended plans still gave cause for concern. It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) stating that the parish council objects to the proposal on the grounds of sight lines, general bulk and lack of neighbour amenity caused by overlooking and noise.**

(ii) PA21/07474 – Polmear Farm, 32 Quay Road: Conversion of existing garages to form ancillary self-contained accommodation to Polmear Farm

It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) stating that the parish council has no objections to the proposal.**

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

It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) with the following comment:**

The parish council strongly objects to the proposed development. 179 Charlestown Road is situated in a prominent position and acts as the gateway into Charlestown. The land upon which the proposed development is planned did not form part of the original curtilage of the property, is outside the Development Boundary and therefore should remain undeveloped. St Austell Bay Parish Council considers that the summerhouse is oversized and poses a risk of overlooking and noise nuisance to neighbours. As previously stated, this is outside the Development Boundary and there is no public gain to the development.

(iv) PA21/07953 – 181 Charlestown Road: Works to trees covered by a TPO namely Group (G1) – unmanaged group of trees and laurel shrubs – 1 Silver Birch, 1 Beech, 1 Lime and laurels – crown raise to 4m for access, to remove branches resting on the boundary fence and to be able to manage the ground around the trees

The Clerk was asked to contact the planning officer to seek a further explanation of why the works were necessary and the scope of the proposed work.

(b) Update on 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
It was noted that this application has now been withdrawn.

(c) St Austell Bay Neighbourhood Plan

It was noted that the Plan had been approved at referendum. Councillors wished their thanks to the Strategic Group and volunteers be formally minuted. The Clerk was asked to write to all the volunteers thanking them for their help.

(21/092) Consultation on the Regulation of Jet Skis

It was **RESOLVED** that the Clerk should respond to the Government's consultation with the following comments:

St Austell Bay Parish Council welcomes the opportunity to comment on proposals to strengthen enforcement of the dangerous use of recreation and personal watercraft.

There has been local comment on the increase in the use of jet skis (private watercraft – PWC) in the St Austell Bay area with potential for conflict with recreational swimmers, other boat users, fishing, mussel farming activities and wildlife. The local increase in use is on trend with the UK wide figures where you report approximately 14 – 16,000 PWC with about 1,200 new craft arriving each year.

Although in our experience the riding of PWC is, in most cases, conducted sensibly and safely, the number of serious incidents has been increasing and there have been incidents reported in St Austell Bay involving conflict between jet skis and swimmers.

Your consultation offers 4 options and Option 3 is our preference. Furthermore, we would like to suggest that it should be compulsory for PWC users to have adequate insurance. Safety of swimmers will only be achieved through clearly identifiable areas (a system of buoys) to separate PWC from less visible and vulnerable swimmers who share the same inshore water space. Finally, we believe that mandatory registration is essential to achieving the aim of safer operation of PWC.

(21/093) Cornwall AONB Unit: A Monumental Improvement

The parish council has been asked to provide a letter of support for the AONB's application to the National Lottery Heritage Project for grant funding. **It was RESOLVED that the Clerk should send such a letter, referring specifically to Black Head Fort.**

(21/094) South West Coast Path

The Clerk reported that all affected landowners have now agreed to the rollback and legal formalities are underway. It is not anticipated that the path will re-open until the new year due to weather constraints.

(21/095) Working Parties

(a) Traffic Working Party

- (i) Draft Terms of Reference had been previously circulated and were agreed.
- (ii) Meeting held on 15 October 2021

Cllr Bull reported on the first meeting of the working party, held on 15 October. Cllr Bull felt that this was a positive meeting. The first step is to gather information from individual areas. Rachael Tatlow indicated that it needs to be a parish-wide project and it is important that the group manages to engage with hard to reach citizens in the parish. Cllr Hallows is to compile a spreadsheet outlining individual issues within all four wards of the parish. Cllr Bull reported that it is likely to be a 2 year long process unless the parish council wishes to contribute some money towards improvements. Last year an outline plan was drawn up for Duporth Road and the parking issue in Porthpean Beach Road should be fairly simple to resolve as the temporary cones have proved helpful the last couple of summers. Cllr Bull stressed that residents will be involved in the process.

(b) History Working Party

The Charlestown History Group has had a revised quote of approximately £4,000 for a survey of South Polmeor Mine and have asked the parish council for a £1,000 contribution. The Chairman said that as the matter was not on the agenda, it will be discussed at next month's council meeting but in the meantime he pointed out that as it wasn't considered a priority by the Cornwall Buildings at Risk Group, the council would need a clear explanation of why the group would like to undertake the survey and an explanation of the benefit and who would benefit. A member of the public indicated that the History Group would be fundraising to help finance the survey.

(c) Environment and Climate Crisis Working Party

(i) It was **RESOLVED to allocate £250 towards the purchase of resources for the group. The Clerk suggested that a supply of high viz tabards printed with the parish council's name and Diggers and Doers would be a good idea as this would raise public awareness of the group.** Cllr Sue Leach offered to help the group should they wish to make any grant applications to outside bodies.

(ii) Cllr Bull reported on a meeting of the working party held on 12 December. There has been a good response to the recently distributed flyers and the group has started to clear brambles from the pavement hedge adjacent to the cemetery. It is hoped to plant daffodils in Crinnis Road next week. The group would like to use existing social media platforms to advertise their events. The group would like to sow some wild flower seeds, initially in Chandlers Walk as there is an area of community land there. A discussion took place around whether the group should have a separate budget but the Clerk pointed out that this would not be in accordance with the group's Terms of Reference. Money can be allocated by the parish council but expenditure needs to be approved by the council and orders placed through the Clerk. A full copy of the meeting notes is available on the council's website.

(13/096) Highways Matters

There were no highways matters to report.

(21/097) Financial Matters

(a) Grant Funding Request from Light up Charlestown

It was **RESOLVED to make a grant of £250 to Light up Charlestown for the purchase of additional Christmas lights.** It was noted that the Shipwreck Treasure Museum has offered to match fund any grant the parish council gives.

(b) It was noted that the Annual Audit has now been completed.

(c) Emergency repairs have been made to the front of the noticeboard outside Alan Leather's office under the Clerk's delegated powers and it was **RESOLVED to authorise this expenditure.**

(d) The Clerk reported that the perspex front cover of the noticeboard in Higher Porthpean has become opaque and it was **RESOLVED to authorise expenditure on replacing the cover.**

(e) Remembrance Day

It was **RESOLVED to purchase a wreath to be laid at the new memorial plaque at Higher Porthpean.**

(f) The current financial position was noted and the following payments for September and October were ratified.

SWW	Water for hall	£	27.50
SWW	Water for toilets	£	103.50
Lloyds Bank	Credit card - <i>see note</i>	£	158.61
BT	Telephone and internet	£	83.28
BT	Monthly mobile phone charges	£	24.00
SSE	1/4ly electricity bill for toilets	£	125.56
Information Commissioner's Office	Data Protection renewal fee	£	35.00
Cornwall Waste Solutions Ltd	Waste collection	£	79.20
Vision ICT	Website hosting Sept 21 - Aug 22	£	240.00
Royal Mail	Reply Paid service (parish consultation)	£	76.75
Lyreco	Toilet rolls and cleaning rolls	£	169.43
Lyreco	Toilet Rolls and blue tac	£	57.22
S Leach	Timer for meetings	£	5.99
SLCC Enterprises	Legionella Training	£	60.00
Argos Fire Protection	Fire extinguisher annual service	£	101.64
Fowey Systems	Fire alarm testing and annual service - Pattern Hall	£	120.00
Staffing and oncosts	Staffing and oncosts	£	£2,639.91
Blenheims Estate & Asset Management	Foundry Parc amenity charge	£	21.11
SWW	Water for hall	£	27.50
SWW	Water for toilets	£	103.50
Lloyds Bank	Credit card - <i>see note</i>	£	159.04
BT	Telephone and internet	£	83.28
BT	Monthly mobile phone charges	£	24.00
Fintec	Quarterly lease on photocopier	£	136.91
ITEC	Photocopy charges Aug - Sept	£	32.90
ITEC	Photocopy charges Sept - Oct	£	10.81
Cornwall Signs	Replacement front for noticeboard in Charlestown Road	£	138.00
Lyreco	Toilet rolls and printer paper	£	172.79
Lyreco	Toilet rolls and diaries	£	133.14
Cornwall Waste Solutions	Refuse collection	£	79.20
Vision ICT	Biennial renewal fee for gov.uk domain	£	78.00
Complete Weed Control	Pavement weed spraying	£	252.00
PKF Littlejohn LLP	External Audit	£	360.00
Cornwall Council	Parish consultation printing and mailing charge	£	546.69
Staffing and oncosts	Various	£	2,564.73

*It was noted that credit card receipts were checked by Cllr Chatterjee on 20 October.

Cllr Bailey left the meeting at 6.55pm

(21/098) Meetings/Training Attended

24 September – The Clerk attended Legionella training

8 October – Cllr Chatterjee attended Heligan – Eden Multi Trails meeting. Cllr Chatterjee reported that the group is hoping to install e-bike charging points around Cornwall.

12 October – Environment and Climate Crisis Working Party

12 – 14 October – The Clerk attended the SLCC National Conference. The Clerk thanked the council for funding her attendance, which she found very beneficial. The Clerk reminded members not to use personal email accounts for parish council matters.

14 October – History Working Party

15 October – Traffic Working Party

(21/099) Correspondence

A list of correspondence had been previously circulated and in addition the following correspondence was received after publication of the agenda:

- Complaint about people walking dogs in the Regatta field – this will be raised at the next Regatta Working Party meeting
- Invitation to take part in the Cornwall AONB Monumental Improvement survey

(21/100) Dates for the Diary

26 October – Regatta Working Party

27 or 29 October – Diggers and Doers daffodil planting

4 November – Traffic Working Party

7 November – History Working Party Battery Recharge clearance work

9 November – Environment and Climate Crisis Working Party

11 November – St Austell and Mevagissey Community Network Panel meeting. The Clerk asked for volunteers to attend

16 November – Cllrs Bailey and Norris to attend Code of Conduct training

16 November – Diggers and Doers Coffee morning

(21/101) Dates of future Parish Council Meetings

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

The meeting closed at 7.00 pm

.....
Chairman

.....
Date

TO: Town & Parish Clerks in St Austell & Mevagissey Community Network

We wrote to you recently about the exciting People's Climate Festival for Mid Cornwall on 27 November in St Austell, at Cornwall College St Austell. The aim is to provide information and opportunity for people to engage with ways they can become more carbon neutral in a fun and interactive way. For those parish councils who have declared a climate emergency, the aim of this event is to support you in taking action to meet that priority. There is a graphic attached and a Facebook event page here <https://www.facebook.com/events/1383336978734711/?ref=newsfeed> – please do promote this far and wide.

The event will have stalls, films and speakers – something for everyone! We want people to be aware of the causes and impacts of the Climate Emergency, then to ask themselves:

1) What is my own carbon footprint and what can I change in my own daily life to reduce it? (e.g. home energy, travel, work, shopping)

2) Can I do anything in my local community or workplace? (e.g. setting up a car-share scheme)

3) How can I use my voice to push for change on a Cornwall-wide or nationwide scale? (e.g. responding to Council and Government consultations or writing letters to Councillors and MPs)

The themes of the events are:

- How we create and use energy
- How we enhance our environment
- How we reduce waste
- How we travel
- How we consume
- How we live
- How we work

This event was proposed and agreed by a joint meeting of Community Networks earlier this year. There is a working group planning this including Cornwall College St Austell, Three Bays Wildlife Trust, Plastic Free St Austell and a number of local climate action groups from the mid Cornwall area including St Austell, Pentewan Valley, St Austell Bay, Mevagissey and Lostwithiel.

We would like to request funding support of £50-100 each from parish councils in the mid Cornwall area (4 Community Networks) to help cover the costs of this event which are:

Venue hire - £764 (discounted by 20%)

Film licenses - £200

First aid cover - £200

Publicity - £200

Children's Entertainment - £250

Total - £1614

This is the bare minimum needed – if additional funds are available we will increase the publicity and entertainment budgets appropriately. The Carbon Neutral team have confirmed £1000 towards these costs but we still need additional funds to make the event a success.

We hope you will consider this request favourably – we are excited about the opportunities this presents for helping all our parishes become more carbon neutral by promoting low carbon choices and encouraging people to change their behaviour.

On behalf of the People Climate Festival working group

Helen Nicholson, Tasha Davis, Zoe Bernard-John, Caitlin Lord
Community Link Officers in mid Cornwall
Cornwall Council - Localism Service

Agenda Item 16(b)(i)

St Austell Bay Parish Council Climate *Crisis Action Plan* 2021

1. Introduction

In June 2019 (19/031) St Austell Bay Parish Council declared a Climate Emergency. *It is proposed to make the following changes to the 2019 plan.*

The Parish Council *will*:

- 1.1 *Endeavour* to make St Austell Bay Parish Council carbon neutral by 2030.
- 1.2 Call on Westminster and Cornwall Council to provide the powers and resources to make the 2030 target possible.
- 1.3 Work with partners and other government bodies to deliver this goal through all relevant strategic plans and to implement best practice methods to limit global warming to less than 1.5 degrees C.
- 1.4 *Regularly review and update the actions needed* to address this emergency.
- 1.5 *Consider* climate change *to be at the forefront of all decision making. All planning applications to be determined with regard to the policies contained the in St Austell Bay* Neighbourhood Plan, *particularly,* Renewable Energy and Climate Change, Natural Environment, Housing, Transport and Traffic and Business.

2. The Environment and Climate Crisis Action Group (ECCAG)

In July 2019 (19/055) St Austell Bay Parish Council resolved to set up a working party (Climate Change Project/Project 2020 Focus Group). *This group has been renamed as the Environment and Climate Crisis Action Group (ECCAG) and currently consists of* Cllrs Reynolds, *Bull and Chatterjee* together with Pat Smith. *The aim of the group is to steer* the Parish Council and community *towards reducing* their carbon footprint *and prioritise environmental and sustainable issues.*

3. Update

In order to deliver the resolutions of the Parish Council, the Council is asked to agree the following actions *updated from the 2019* St Austell Bay Climate Change Action Plan;

The Parish Council should:

- 3.1 *Use the Impact Community Carbon Calculator (Exeter University) to* measure and manage the carbon footprint of the Parish and Parish Council. St Austell Bay Parish Council will seek to benchmark current carbon output, *identify potential reductions* and track progress from this data.
- 3.2 Review its asset base in terms of direct and community assets including buildings and facilities and commit to minimising energy demand *in connection with these assets. Switch* to a *100%* renewable energy provider *when the current contract expires,* for any asset for which they are responsible that has a power or heat demand, i.e. Pattern Hall and Toilets.
- 3.3 Prioritise carbon reduction and climate change impact mitigation as an evaluation criterion for all future financial decision-making including contract award and future precept and other funding allocation determination.

3.4 Ensure that all the appropriate **policies** in the **St Austell Bay** Neighbourhood Plan **are used in determining planning applications.**

3.5 Work with other volunteer groups **to further the parish council's aims e.g. Diggers and Doers, Charlestown Chums, Charlestown History Group, Chandlers Walk Garden, Charlestown Regatta Committee and Carbon Action St Austell (CASA).**

3.6 Work with partners and other local stakeholders to ensure that public areas such as open spaces & play areas are more natural, needing less maintenance, and the maintenance of footpath and public areas balance the needs of habitat management, e.g. cut less grass & verges, rewild areas instead. This will reduce the need to mow (thereby reducing carbon emissions and cost) and will help support biodiversity, carbon sequestration and our struggling insect populations.

3.7 Review the use of weedkillers and other chemicals in green spaces, roadsides and pathways. Explore practical, natural methods of weed suppression or allow weeds to thrive and enjoy them - many are beautiful and important food for wildlife.

3.8 **Encourage tree planting to maximise** carbon capture.

3.9 Seek to use available green spaces for community growing projects.

3.10 Encourage the installation of bird, **bat** and insect boxes and **promote wildlife corridors.**

3.11 Explore energy use and alternatives - ground source heat pumps etc. Ensure renewable energy provision, high energy efficiency and community-led projects are prioritised **and supported. Wherever possible identify**, support or develop local clean energy projects, particularly community led, with funding or council backing which will deliver benefits for local parishioners. Promote the **installation of electrical vehicles charging points.**

3.12 **Aim to** provide support and educational information to parishioners to enable individual and group carbon reduction action. Promote carbon saving measures via the Parish Council website, **poster campaigns, appropriate social media** or by arranging advice **workshops/surgeries.**

3.13 Act as a voice for the community to raise concerns and to share lessons with higher levels of government. Communicate government consultations/legislation back to the community.

3.14 Encourage and promote the use of recycling facilities, such as at the Pattern Hall (Batteries, printer cartridges etc), Litter picks and Beach Cleans etc.

3.15 Encourage and promote the installation of LED/low energy light bulbs in the Pattern Hall and Toilets.

3.16 **Strive to use** LOAF **products** (Local, organic, animal friendly, fairly traded). Use recycled paper and environmentally friendly cleaning products.

3.17 Show corporate and individual leadership to reduce our carbon footprint.

3.18 Actively review the above actions, together with the actions in Climate Change! What can your Council Do? (Previously circulated, but copies will be available at the meeting)

Agenda Item 21 - Correspondence received since the last meeting

- Cornwall Council's Town and Parish Council newsletters
- Let's Talk Rubbish – Invitation to take part in a survey from Clean Cornwall
- Invitation to attend Cornwall Council planning training
- Prosperous Cornwall 2050 – an invitation to take part in a survey from Cornwall Council
- Details of Eden's Festival of Discovery
- Notification that Cornwall Council's Climate Emergency DPD is now ready for submission for independent examination in public
-

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Clerk
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16 December, 20 January, 17 February, 17 March, 21 April

MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 21 October 2021 at 6.00pm in The Pattern Hall

Present: Cllrs Bill Leach (Chairman), Sue Leach, Nick Foster, Nigel Chatterjee, Jackie Bull, Mike Norris, Sandie Bailey

In attendance: Cllr James Mustoe CC; 6 members of the public.

(21/084) Apologies for Absence

Apologies were received from Cllrs Reynolds and Hallows.

(21/085) Minutes of a Meeting of the Parish Council held on 9 September 2021

It was **RESOLVED** that the minutes of a Meeting of the Parish Council held on 9 September 2021 be signed as an accurate record of the meeting.

(21/086) Matters to Note

The Clerk reported that Helen Nicholson, Cornwall Council's Community Link Officer as moved areas and the new CLO is Caitlin Lord. The Clerk was asked to write to Ms Nicholson thanking her for all her help in the past, particularly in the early stages of the neighbourhood plan and for her help during the Covid crisis.

The Council's application for a Landmark Tree has been successful and it had previously been agreed that this will be planted in the Regatta field. The Council has authorised the purchase of 2 additional trees, one for each ward. Cllr Reynolds has suggested that the Porthpean and Trenarren tree is planted at Carrickowel Point and asked for suggested locations in Duporth.

(21/087) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(21/088) Chairman's Announcements

The Chairman apologised for bringing the time of the meeting forward.

The Chairman said how impressed he was with the development at the old coal yard. However he mentioned that he had been driving along Charlestown Road and a pedestrian stepped off one of the paths to the rear of the cottages straight onto the road. He had been of the view that there was going to be a path inside the wall running parallel to the road, with just one exit onto Charlestown Road instead of individual exits. The Clerk was asked to check the plans.

The Chairman said that Cormac have set up a storage compound in the Regatta field in connection with the east cliff reparation works.

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Cllr Mustoe said that he is pleased to be working with the parish council and Cormac regarding traffic and parking issues across the parish. He has met with residents from Quay Road to discuss parking and planning issues. Cllr Mustoe reported that he led a campaign at County Hall to have the affordability assessment fee for people purchasing affordable homes removed, and he was delighted that this has now happened. The Chairman thanked Cllr Mustoe for championing this important issue. Cllr Mustoe's full report is available on the parish council website.

(21/090) Public Participation

A member of the public expressed concern about planning application PA21/07841 relating to 179 Charlestown Road. The member of the public commented that in his opinion some of the information contained within the planning application was incorrect – the old orchard has not always been part of 179 and he did not wish to see any development on the site. The member of the public was concerned that there were no plans showing the proposed elevations contained in the application.

(21/091) Planning Applications and Related Matters

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

The Chairman and Cllrs Leach and Foster attended a site meeting and said that the amended plans still gave cause for concern. It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) stating that the parish council objects to the proposal on the grounds of sight lines, general bulk and lack of neighbour amenity caused by overlooking and noise.**

(ii) PA21/07474 – Polmear Farm, 32 Quay Road: Conversion of existing garages to form ancillary self-contained accommodation to Polmear Farm

It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) stating that the parish council has no objections to the proposal.**

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

It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) with the following comment:**

The parish council strongly objects to the proposed development. 179 Charlestown Road is situated in a prominent position and acts as the gateway into Charlestown. The land upon which the proposed development is planned did not form part of the original curtilage of the property, is outside the Development Boundary and therefore should remain undeveloped. St Austell Bay Parish Council considers that the summerhouse is oversized and poses a risk of overlooking and noise nuisance to neighbours. As previously stated, this is outside the Development Boundary and there is no public gain to the development.

(iv) PA21/07953 – 181 Charlestown Road: Works to trees covered by a TPO namely Group (G1) – unmanaged group of trees and laurel shrubs – 1 Silver Birch, 1 Beech, 1 Lime and laurels – crown raise to 4m for access, to remove branches resting on the boundary fence and to be able to manage the ground around the trees

The Clerk was asked to contact the planning officer to seek a further explanation of why the works were necessary and the scope of the proposed work.

(b) Update on 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
It was noted that this application has now been withdrawn.

(c) St Austell Bay Neighbourhood Plan

It was noted that the Plan had been approved at referendum. Councillors wished their thanks to the Strategic Group and volunteers be formally minuted. The Clerk was asked to write to all the volunteers thanking them for their help.

(21/092) Consultation on the Regulation of Jet Skis

It was **RESOLVED** that the Clerk should respond to the Government's consultation with the following comments:

St Austell Bay Parish Council welcomes the opportunity to comment on proposals to strengthen enforcement of the dangerous use of recreation and personal watercraft.

There has been local comment on the increase in the use of jet skis (private watercraft – PWC) in the St Austell Bay area with potential for conflict with recreational swimmers, other boat users, fishing, mussel farming activities and wildlife. The local increase in use is on trend with the UK wide figures where you report approximately 14 – 16,000 PWC with about 1,200 new craft arriving each year.

Although in our experience the riding of PWC is, in most cases, conducted sensibly and safely, the number of serious incidents has been increasing and there have been incidents reported in St Austell Bay involving conflict between jet skis and swimmers.

Your consultation offers 4 options and Option 3 is our preference. Furthermore, we would like to suggest that it should be compulsory for PWC users to have adequate insurance. Safety of swimmers will only be achieved through clearly identifiable areas (a system of buoys) to separate PWC from less visible and vulnerable swimmers who share the same inshore water space. Finally, we believe that mandatory registration is essential to achieving the aim of safer operation of PWC.

(21/093) Cornwall AONB Unit: A Monumental Improvement

The parish council has been asked to provide a letter of support for the AONB's application to the National Lottery Heritage Project for grant funding. **It was RESOLVED that the Clerk should send such a letter, referring specifically to Black Head Fort.**

(21/094) South West Coast Path

The Clerk reported that all affected landowners have now agreed to the rollback and legal formalities are underway. It is not anticipated that the path will re-open until the new year due to weather constraints.

(21/095) Working Parties

(a) Traffic Working Party

- (i) Draft Terms of Reference had been previously circulated and were agreed.
- (ii) Meeting held on 15 October 2021

Cllr Bull reported on the first meeting of the working party, held on 15 October. Cllr Bull felt that this was a positive meeting. The first step is to gather information from individual areas. Rachael Tatlow indicated that it needs to be a parish-wide project and it is important that the group manages to engage with hard to reach citizens in the parish. Cllr Hallows is to compile a spreadsheet outlining individual issues within all four wards of the parish. Cllr Bull reported that it is likely to be a 2 year long process unless the parish council wishes to contribute some money towards improvements. Last year an outline plan was drawn up for Duporth Road and the parking issue in Porthpean Beach Road should be fairly simple to resolve as the temporary cones have proved helpful the last couple of summers. Cllr Bull stressed that residents will be involved in the process.

(b) History Working Party

The Charlestown History Group has had a revised quote of approximately £4,000 for a survey of South Polmeor Mine and have asked the parish council for a £1,000 contribution. The Chairman said that as the matter was not on the agenda, it will be discussed at next month's council meeting but in the meantime he pointed out that as it wasn't considered a priority by the Cornwall Buildings at Risk Group, the council would need a clear explanation of why the group would like to undertake the survey and an explanation of the benefit and who would benefit. A member of the public indicated that the History Group would be fundraising to help finance the survey.

(c) Environment and Climate Crisis Working Party

(i) It was **RESOLVED to allocate £250 towards the purchase of resources for the group. The Clerk suggested that a supply of high viz tabards printed with the parish council's name and Diggers and Doers would be a good idea as this would raise public awareness of the group.** Cllr Sue Leach offered to help the group should they wish to make any grant applications to outside bodies.

(ii) Cllr Bull reported on a meeting of the working party held on 12 December. There has been a good response to the recently distributed flyers and the group has started to clear brambles from the pavement hedge adjacent to the cemetery. It is hoped to plant daffodils in Crinnis Road next week. The group would like to use existing social media platforms to advertise their events. The group would like to sow some wild flower seeds, initially in Chandlers Walk as there is an area of community land there. A discussion took place around whether the group should have a separate budget but the Clerk pointed out that this would not be in accordance with the group's Terms of Reference. Money can be allocated by the parish council but expenditure needs to be approved by the council and orders placed through the Clerk. A full copy of the meeting notes is available on the council's website.

(13/096) Highways Matters

There were no highways matters to report.

(21/097) Financial Matters

(a) Grant Funding Request from Light up Charlestown

It was **RESOLVED to make a grant of £250 to Light up Charlestown for the purchase of additional Christmas lights.** It was noted that the Shipwreck Treasure Museum has offered to match fund any grant the parish council gives.

(b) It was noted that the Annual Audit has now been completed.

(c) Emergency repairs have been made to the front of the noticeboard outside Alan Leather's office under the Clerk's delegated powers and it was **RESOLVED to authorise this expenditure.**

(d) The Clerk reported that the perspex front cover of the noticeboard in Higher Porthpean has become opaque and it was **RESOLVED to authorise expenditure on replacing the cover.**

(e) Remembrance Day

It was **RESOLVED to purchase a wreath to be laid at the new memorial plaque at Higher Porthpean.**

(f) The current financial position was noted and the following payments for September and October were ratified.

SWW	Water for hall	£	27.50
SWW	Water for toilets	£	103.50
Lloyds Bank	Credit card - <i>see note</i>	£	158.61
BT	Telephone and internet	£	83.28
BT	Monthly mobile phone charges	£	24.00
SSE	1/4ly electricity bill for toilets	£	125.56
Information Commissioner's Office	Data Protection renewal fee	£	35.00
Cornwall Waste Solutions Ltd	Waste collection	£	79.20
Vision ICT	Website hosting Sept 21 - Aug 22	£	240.00
Royal Mail	Reply Paid service (parish consultation)	£	76.75
Lyreco	Toilet rolls and cleaning rolls	£	169.43
Lyreco	Toilet Rolls and blue tac	£	57.22
S Leach	Timer for meetings	£	5.99
SLCC Enterprises	Legionella Training	£	60.00
Argos Fire Protection	Fire extinguisher annual service	£	101.64
Fowey Systems	Fire alarm testing and annual service - Pattern Hall	£	120.00
Staffing and oncosts	Staffing and oncosts	£	£2,639.91
Blenheims Estate & Asset Management	Foundry Parc amenity charge	£	21.11
SWW	Water for hall	£	27.50
SWW	Water for toilets	£	103.50
Lloyds Bank	Credit card - <i>see note</i>	£	159.04
BT	Telephone and internet	£	83.28
BT	Monthly mobile phone charges	£	24.00
Fintec	Quarterly lease on photocopier	£	136.91
ITEC	Photocopy charges Aug - Sept	£	32.90
ITEC	Photocopy charges Sept - Oct	£	10.81
Cornwall Signs	Replacement front for noticeboard in Charlestown Road	£	138.00
Lyreco	Toilet rolls and printer paper	£	172.79
Lyreco	Toilet rolls and diaries	£	133.14
Cornwall Waste Solutions	Refuse collection	£	79.20
Vision ICT	Biennial renewal fee for gov.uk domain	£	78.00
Complete Weed Control	Pavement weed spraying	£	252.00
PKF Littlejohn LLP	External Audit	£	360.00
Cornwall Council	Parish consultation printing and mailing charge	£	546.69
Staffing and oncosts	Various	£	2,564.73

*It was noted that credit card receipts were checked by Cllr Chatterjee on 20 October.

Cllr Bailey left the meeting at 6.55pm

(21/098) Meetings/Training Attended

24 September – The Clerk attended Legionella training

8 October – Cllr Chatterjee attended Heligan – Eden Multi Trails meeting. Cllr Chatterjee reported that the group is hoping to install e-bike charging points around Cornwall.

12 October – Environment and Climate Crisis Working Party

12 – 14 October – The Clerk attended the SLCC National Conference. The Clerk thanked the council for funding her attendance, which she found very beneficial. The Clerk reminded members not to use personal email accounts for parish council matters.

14 October – History Working Party

15 October – Traffic Working Party

(21/099) Correspondence

A list of correspondence had been previously circulated and in addition the following correspondence was received after publication of the agenda:

- Complaint about people walking dogs in the Regatta field – this will be raised at the next Regatta Working Party meeting
- Invitation to take part in the Cornwall AONB Monumental Improvement survey

(21/100) Dates for the Diary

26 October – Regatta Working Party

27 or 29 October – Diggers and Doers daffodil planting

4 November – Traffic Working Party

7 November – History Working Party Battery Recharge clearance work

9 November – Environment and Climate Crisis Working Party

11 November – St Austell and Mevagissey Community Network Panel meeting. The Clerk asked for volunteers to attend

16 November – Cllrs Bailey and Norris to attend Code of Conduct training

16 November – Diggers and Doers Coffee morning

(21/101) Dates of future Parish Council Meetings

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

The meeting closed at 7.00 pm

.....
Chairman

.....
Date

TO: Town & Parish Clerks in St Austell & Mevagissey Community Network

We wrote to you recently about the exciting People's Climate Festival for Mid Cornwall on 27 November in St Austell, at Cornwall College St Austell. The aim is to provide information and opportunity for people to engage with ways they can become more carbon neutral in a fun and interactive way. For those parish councils who have declared a climate emergency, the aim of this event is to support you in taking action to meet that priority. There is a graphic attached and a Facebook event page here <https://www.facebook.com/events/1383336978734711/?ref=newsfeed> – please do promote this far and wide.

The event will have stalls, films and speakers – something for everyone! We want people to be aware of the causes and impacts of the Climate Emergency, then to ask themselves:

1) What is my own carbon footprint and what can I change in my own daily life to reduce it? (e.g. home energy, travel, work, shopping)
2) Can I do anything in my local community or workplace? (e.g. setting up a car-share scheme)

3) How can I use my voice to push for change on a Cornwall-wide or nationwide scale? (e.g. responding to Council and Government consultations or writing letters to Councillors and MPs)

The themes of the events are:

- How we create and use energy
- How we enhance our environment
- How we reduce waste
- How we travel
- How we consume
- How we live
- How we work

This event was proposed and agreed by a joint meeting of Community Networks earlier this year. There is a working group planning this including Cornwall College St Austell, Three Bays Wildlife Trust, Plastic Free St Austell and a number of local climate action groups from the mid Cornwall area including St Austell, Pentewan Valley, St Austell Bay, Mevagissey and Lostwithiel.

We would like to request funding support of £50-100 each from parish councils in the mid Cornwall area (4 Community Networks) to help cover the costs of this event which are:

Venue hire - £764 (discounted by 20%)

Film licenses - £200

First aid cover - £200

Publicity - £200

Children's Entertainment - £250

Total - £1614

This is the bare minimum needed – if additional funds are available we will increase the publicity and entertainment budgets appropriately. The Carbon Neutral team have confirmed £1000 towards these costs but we still need additional funds to make the event a success.

We hope you will consider this request favourably – we are excited about the opportunities this presents for helping all our parishes become more carbon neutral by promoting low carbon choices and encouraging people to change their behaviour.

On behalf of the People Climate Festival working group

Helen Nicholson, Tasha Davis, Zoe Bernard-John, Caitlin Lord
Community Link Officers in mid Cornwall
Cornwall Council - Localism Service

Agenda Item 16(b)(i)

St Austell Bay Parish Council Climate *Crisis Action Plan* 2021

1. Introduction

In June 2019 (19/031) St Austell Bay Parish Council declared a Climate Emergency. *It is proposed to make the following changes to the 2019 plan.*

The Parish Council *will*:

- 1.1 *Endeavour* to make St Austell Bay Parish Council carbon neutral by 2030.
- 1.2 Call on Westminster and Cornwall Council to provide the powers and resources to make the 2030 target possible.
- 1.3 Work with partners and other government bodies to deliver this goal through all relevant strategic plans and to implement best practice methods to limit global warming to less than 1.5 degrees C.
- 1.4 *Regularly review and update the actions needed* to address this emergency.
- 1.5 *Consider* climate change *to be at the forefront of all decision making. All planning applications to be determined with regard to the policies contained the in St Austell Bay* Neighbourhood Plan, *particularly*, Renewable Energy and Climate Change, Natural Environment, Housing, Transport and Traffic and Business.

2. The Environment and Climate Crisis Action Group (ECCAG)

In July 2019 (19/055) St Austell Bay Parish Council resolved to set up a working party (Climate Change Project/Project 2020 Focus Group). *This group has been renamed as the Environment and Climate Crisis Action Group (ECCAG) and currently consists of* Cllrs Reynolds, *Bull and Chatterjee* together with Pat Smith. *The aim of the group is to steer* the Parish Council and community *towards reducing* their carbon footprint *and prioritise environmental and sustainable issues.*

3. Update

In order to deliver the resolutions of the Parish Council, the Council is asked to agree the following actions *updated from the 2019* St Austell Bay Climate Change Action Plan;

The Parish Council should:

- 3.1 *Use the Impact Community Carbon Calculator (Exeter University) to* measure and manage the carbon footprint of the Parish and Parish Council. St Austell Bay Parish Council will seek to benchmark current carbon output, *identify potential reductions* and track progress from this data.
- 3.2 Review its asset base in terms of direct and community assets including buildings and facilities and commit to minimising energy demand *in connection with these assets. Switch* to a *100%* renewable energy provider *when the current contract expires*, for any asset for which they are responsible that has a power or heat demand, i.e. Pattern Hall and Toilets.
- 3.3 Prioritise carbon reduction and climate change impact mitigation as an evaluation criterion for all future financial decision-making including contract award and future precept and other funding allocation determination.

3.4 Ensure that all the appropriate **policies** in the **St Austell Bay** Neighbourhood Plan **are used in determining planning applications.**

3.5 Work with other volunteer groups **to further the parish council's aims e.g. Diggers and Doers, Charlestown Chums, Charlestown History Group, Chandlers Walk Garden, Charlestown Regatta Committee and Carbon Action St Austell (CASA).**

3.6 Work with partners and other local stakeholders to ensure that public areas such as open spaces & play areas are more natural, needing less maintenance, and the maintenance of footpath and public areas balance the needs of habitat management, e.g. cut less grass & verges, rewild areas instead. This will reduce the need to mow (thereby reducing carbon emissions and cost) and will help support biodiversity, carbon sequestration and our struggling insect populations.

3.7 Review the use of weedkillers and other chemicals in green spaces, roadsides and pathways. Explore practical, natural methods of weed suppression or allow weeds to thrive and enjoy them - many are beautiful and important food for wildlife.

3.8 **Encourage tree planting to maximise** carbon capture.

3.9 Seek to use available green spaces for community growing projects.

3.10 Encourage the installation of bird, **bat** and insect boxes and **promote wildlife corridors.**

3.11 Explore energy use and alternatives - ground source heat pumps etc. Ensure renewable energy provision, high energy efficiency and community-led projects are prioritised **and supported. Wherever possible identify**, support or develop local clean energy projects, particularly community led, with funding or council backing which will deliver benefits for local parishioners. Promote the **installation of electrical vehicles charging points.**

3.12 **Aim to** provide support and educational information to parishioners to enable individual and group carbon reduction action. Promote carbon saving measures via the Parish Council website, **poster campaigns, appropriate social media** or by arranging advice **workshops/surgeries.**

3.13 Act as a voice for the community to raise concerns and to share lessons with higher levels of government. Communicate government consultations/legislation back to the community.

3.14 Encourage and promote the use of recycling facilities, such as at the Pattern Hall (Batteries, printer cartridges etc), Litter picks and Beach Cleans etc.

3.15 Encourage and promote the installation of LED/low energy light bulbs in the Pattern Hall and Toilets.

3.16 **Strive to use** LOAF **products** (Local, organic, animal friendly, fairly traded). Use recycled paper and environmentally friendly cleaning products.

3.17 Show corporate and individual leadership to reduce our carbon footprint.

3.18 Actively review the above actions, together with the actions in Climate Change! What can your Council Do? (Previously circulated, but copies will be available at the meeting)

Agenda Item 21 - Correspondence received since the last meeting

- Cornwall Council's Town and Parish Council newsletters
- Let's Talk Rubbish – Invitation to take part in a survey from Clean Cornwall
- Invitation to attend Cornwall Council planning training
- Prosperous Cornwall 2050 – an invitation to take part in a survey from Cornwall Council
- Details of Eden's Festival of Discovery
- Notification that Cornwall Council's Climate Emergency DPD is now ready for submission for independent examination in public
-

Dear Councillor

You are summoned to attend a **Meeting of St Austell Bay Parish Council** to be held on **Thursday 18 November 2021** at **6.00 pm** in **The Pattern Hall, Charlestown Road.**

Julie Larter

Julie Larter
Clerk
11 November 2021

07873 383400
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 21 October 2021

Pages 4-9

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

(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 applications and any planning applications received after publication of this agenda:

(i) PA21/08772 – Land NE of St Levan's Church, Porthpean:
Construction of a 3/4 bedroom house on domestic recreation land

(ii) PA21/10976 – 5 Garden Walk: Cutting back of Horse Chestnut tree

(b) To note the situation regarding the following planning applications:

(i) PA20/09731 – 4 Garden Walk, Duporth: Construction of single storey extension with new sun terrace above and alterations to existing property *(revised plans)*

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

9. Neighbourhood Plan

To note that the Strategic Group has now been disbanded and to authorise expenditure on printing hard copies of the Plan

10. People's Climate Festival

To consider a request from Cornwall Council for a donation towards the cost of the event

Page 10

11. South West Coast Path Closure

To note the current situation

12. Porthpean Beach

To consider undertaking work to tidy up an area at the rear of

13. Queens Platinum Jubilee

To consider how to celebrate the jubilee

14. Defibrillator

To ratify discussions held in 2016 and 2017 to fund the annual maintenance charge for a public access defibrillator on the Duporth estate

15. Working Parties

(a) Traffic Working Party

*To note membership of the group and discuss the outcome of a meeting held on 4 November and to action accordingly
(Cllr Bull)*

(b) Environment and Climate Crisis Working Party

(i) To consider adopting amendments to the Climate Emergency Action Plan

*(ii) To receive a verbal report of a meeting held on 2 November
(Cllr Reynolds)*

Pages 11 -13

(c) Regatta Working Party

*To receive a verbal report of a meeting held on 26 October
(Clerk)*

16. Highways Matters

To note any concerns

17. Financial Matters

(a) To consider a draft budget for 2022/23 and determine the amount of precept required

Appendix (i)

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

Appendix (ii)

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 12

20. Dates for the Diary

To note any forthcoming dates for members' diaries

21. Dates of future Parish Council Meetings

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(iv) PA21/07953 – 181 Charlestown Road: Works to trees covered by a TPO namely Group (G1) – unmanaged group of trees and laurel shrubs – 1 Silver Birch, 1 Beech, 1 Lime and laurels – crown raise to 4m for access, to remove branches resting on the boundary fence and to be able to manage the ground around the trees

The Clerk was asked to contact the planning officer to seek a further explanation of why the works were necessary and the scope of the proposed work.

(b) Update on 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
It was noted that this application has now been withdrawn.

(c) St Austell Bay Neighbourhood Plan

It was noted that the Plan had been approved at referendum. Councillors wished their thanks to the Strategic Group and volunteers be formally minuted. The Clerk was asked to write to all the volunteers thanking them for their help.

(21/092) Consultation on the Regulation of Jet Skis

It was **RESOLVED** that the Clerk should respond to the Government's consultation with the following comments:

St Austell Bay Parish Council welcomes the opportunity to comment on proposals to strengthen enforcement of the dangerous use of recreation and personal watercraft.

There has been local comment on the increase in the use of jet skis (private watercraft – PWC) in the St Austell Bay area with potential for conflict with recreational swimmers, other boat users, fishing, mussel farming activities and wildlife. The local increase in use is on trend with the UK wide figures where you report approximately 14 – 16,000 PWC with about 1,200 new craft arriving each year.

Although in our experience the riding of PWC is, in most cases, conducted sensibly and safely, the number of serious incidents has been increasing and there have been incidents reported in St Austell Bay involving conflict between jet skis and swimmers.

Your consultation offers 4 options and Option 3 is our preference. Furthermore, we would like to suggest that it should be compulsory for PWC users to have adequate insurance. Safety of swimmers will only be achieved through clearly identifiable areas (a system of buoys) to separate PWC from less visible and vulnerable swimmers who share the same inshore water space. Finally, we believe that mandatory registration is essential to achieving the aim of safer operation of PWC.

(21/093) Cornwall AONB Unit: A Monumental Improvement

The parish council has been asked to provide a letter of support for the AONB's application to the National Lottery Heritage Project for grant funding. **It was RESOLVED that the Clerk should send such a letter, referring specifically to Black Head Fort.**

(21/094) South West Coast Path

The Clerk reported that all affected landowners have now agreed to the rollback and legal formalities are underway. It is not anticipated that the path will re-open until the new year due to weather constraints.

(21/095) Working Parties

(a) Traffic Working Party

- (i) Draft Terms of Reference had been previously circulated and were agreed.
- (ii) Meeting held on 15 October 2021

Cllr Bull reported on the first meeting of the working party, held on 15 October. Cllr Bull felt that this was a positive meeting. The first step is to gather information from individual areas. Rachael Tatlow indicated that it needs to be a parish-wide project and it is important that the group manages to engage with hard to reach citizens in the parish. Cllr Hallows is to compile a spreadsheet outlining individual issues within all four wards of the parish. Cllr Bull reported that it is likely to be a 2 year long process unless the parish council wishes to contribute some money towards improvements. Last year an outline plan was drawn up for Duporth Road and the parking issue in Porthpean Beach Road should be fairly simple to resolve as the temporary cones have proved helpful the last couple of summers. Cllr Bull stressed that residents will be involved in the process.

(b) History Working Party

The Charlestown History Group has had a revised quote of approximately £4,000 for a survey of South Polmeor Mine and have asked the parish council for a £1,000 contribution. The Chairman said that as the matter was not on the agenda, it will be discussed at next month's council meeting but in the meantime he pointed out that as it wasn't considered a priority by the Cornwall Buildings at Risk Group, the council would need a clear explanation of why the group would like to undertake the survey and an explanation of the benefit and who would benefit. A member of the public indicated that the History Group would be fundraising to help finance the survey.

(c) Environment and Climate Crisis Working Party

(i) It was **RESOLVED to allocate £250 towards the purchase of resources for the group. The Clerk suggested that a supply of high viz tabards printed with the parish council's name and Diggers and Doers would be a good idea as this would raise public awareness of the group.** Cllr Sue Leach offered to help the group should they wish to make any grant applications to outside bodies.

(ii) Cllr Bull reported on a meeting of the working party held on 12 December. There has been a good response to the recently distributed flyers and the group has started to clear brambles from the pavement hedge adjacent to the cemetery. It is hoped to plant daffodils in Crinnis Road next week. The group would like to use existing social media platforms to advertise their events. The group would like to sow some wild flower seeds, initially in Chandlers Walk as there is an area of community land there. A discussion took place around whether the group should have a separate budget but the Clerk pointed out that this would not be in accordance with the group's Terms of Reference. Money can be allocated by the parish council but expenditure needs to be approved by the council and orders placed through the Clerk. A full copy of the meeting notes is available on the council's website.

(13/096) Highways Matters

There were no highways matters to report.

(21/097) Financial Matters

(a) Grant Funding Request from Light up Charlestown

It was **RESOLVED to make a grant of £250 to Light up Charlestown for the purchase of additional Christmas lights.** It was noted that the Shipwreck Treasure Museum has offered to match fund any grant the parish council gives.

(b) It was noted that the Annual Audit has now been completed.

(c) Emergency repairs have been made to the front of the noticeboard outside Alan Leather's office under the Clerk's delegated powers and it was **RESOLVED to authorise this expenditure.**

(d) The Clerk reported that the perspex front cover of the noticeboard in Higher Porthpean has become opaque and it was **RESOLVED to authorise expenditure on replacing the cover.**

(e) Remembrance Day

It was **RESOLVED to purchase a wreath to be laid at the new memorial plaque at Higher Porthpean.**

(f) The current financial position was noted and the following payments for September and October were ratified.

SWW	Water for hall	£	27.50
SWW	Water for toilets	£	103.50
Lloyds Bank	Credit card - <i>see note</i>	£	158.61
BT	Telephone and internet	£	83.28
BT	Monthly mobile phone charges	£	24.00
SSE	1/4ly electricity bill for toilets	£	125.56
Information Commissioner's Office	Data Protection renewal fee	£	35.00
Cornwall Waste Solutions Ltd	Waste collection	£	79.20
Vision ICT	Website hosting Sept 21 - Aug 22	£	240.00
Royal Mail	Reply Paid service (parish consultation)	£	76.75
Lyreco	Toilet rolls and cleaning rolls	£	169.43
Lyreco	Toilet Rolls and blue tac	£	57.22
S Leach	Timer for meetings	£	5.99
SLCC Enterprises	Legionella Training	£	60.00
Argos Fire Protection	Fire extinguisher annual service	£	101.64
Fowey Systems	Fire alarm testing and annual service - Pattern Hall	£	120.00
Staffing and oncosts	Staffing and oncosts	£	£2,639.91
Blenheims Estate & Asset Management	Foundry Parc amenity charge	£	21.11
SWW	Water for hall	£	27.50
SWW	Water for toilets	£	103.50
Lloyds Bank	Credit card - <i>see note</i>	£	159.04
BT	Telephone and internet	£	83.28
BT	Monthly mobile phone charges	£	24.00
Fintec	Quarterly lease on photocopier	£	136.91
ITEC	Photocopy charges Aug - Sept	£	32.90
ITEC	Photocopy charges Sept - Oct	£	10.81
Cornwall Signs	Replacement front for noticeboard in Charlestown Road	£	138.00
Lyreco	Toilet rolls and printer paper	£	172.79
Lyreco	Toilet rolls and diaries	£	133.14
Cornwall Waste Solutions	Refuse collection	£	79.20
Vision ICT	Biennial renewal fee for gov.uk domain	£	78.00
Complete Weed Control	Pavement weed spraying	£	252.00
PKF Littlejohn LLP	External Audit	£	360.00
Cornwall Council	Parish consultation printing and mailing charge	£	546.69
Staffing and oncosts	Various	£	2,564.73

*It was noted that credit card receipts were checked by Cllr Chatterjee on 20 October.

Cllr Bailey left the meeting at 6.55pm

(21/098) Meetings/Training Attended

24 September – The Clerk attended Legionella training

8 October – Cllr Chatterjee attended Heligan – Eden Multi Trails meeting. Cllr Chatterjee reported that the group is hoping to install e-bike charging points around Cornwall.

12 October – Environment and Climate Crisis Working Party

12 – 14 October – The Clerk attended the SLCC National Conference. The Clerk thanked the council for funding her attendance, which she found very beneficial. The Clerk reminded members not to use personal email accounts for parish council matters.

14 October – History Working Party

15 October – Traffic Working Party

(21/099) Correspondence

A list of correspondence had been previously circulated and in addition the following correspondence was received after publication of the agenda:

- Complaint about people walking dogs in the Regatta field – this will be raised at the next Regatta Working Party meeting
- Invitation to take part in the Cornwall AONB Monumental Improvement survey

(21/100) Dates for the Diary

26 October – Regatta Working Party

27 or 29 October – Diggers and Doers daffodil planting

4 November – Traffic Working Party

7 November – History Working Party Battery Recharge clearance work

9 November – Environment and Climate Crisis Working Party

11 November – St Austell and Mevagissey Community Network Panel meeting. The Clerk asked for volunteers to attend

16 November – Cllrs Bailey and Norris to attend Code of Conduct training

16 November – Diggers and Doers Coffee morning

(21/101) Dates of future Parish Council Meetings

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

The meeting closed at 7.00 pm

.....
Chairman

.....
Date

TO: Town & Parish Clerks in St Austell & Mevagissey Community Network

We wrote to you recently about the exciting People's Climate Festival for Mid Cornwall on 27 November in St Austell, at Cornwall College St Austell. The aim is to provide information and opportunity for people to engage with ways they can become more carbon neutral in a fun and interactive way. For those parish councils who have declared a climate emergency, the aim of this event is to support you in taking action to meet that priority. There is a graphic attached and a Facebook event page here <https://www.facebook.com/events/1383336978734711/?ref=newsfeed> – please do promote this far and wide.

The event will have stalls, films and speakers – something for everyone! We want people to be aware of the causes and impacts of the Climate Emergency, then to ask themselves:

1) What is my own carbon footprint and what can I change in my own daily life to reduce it? (e.g. home energy, travel, work, shopping)

2) Can I do anything in my local community or workplace? (e.g. setting up a car-share scheme)

3) How can I use my voice to push for change on a Cornwall-wide or nationwide scale? (e.g. responding to Council and Government consultations or writing letters to Councillors and MPs)

The themes of the events are:

- How we create and use energy
- How we enhance our environment
- How we reduce waste
- How we travel
- How we consume
- How we live
- How we work

This event was proposed and agreed by a joint meeting of Community Networks earlier this year. There is a working group planning this including Cornwall College St Austell, Three Bays Wildlife Trust, Plastic Free St Austell and a number of local climate action groups from the mid Cornwall area including St Austell, Pentewan Valley, St Austell Bay, Mevagissey and Lostwithiel.

We would like to request funding support of £50-100 each from parish councils in the mid Cornwall area (4 Community Networks) to help cover the costs of this event which are:

Venue hire - £764 (discounted by 20%)

Film licenses - £200

First aid cover - £200

Publicity - £200

Children's Entertainment - £250

Total - £1614

This is the bare minimum needed – if additional funds are available we will increase the publicity and entertainment budgets appropriately. The Carbon Neutral team have confirmed £1000 towards these costs but we still need additional funds to make the event a success.

We hope you will consider this request favourably – we are excited about the opportunities this presents for helping all our parishes become more carbon neutral by promoting low carbon choices and encouraging people to change their behaviour.

On behalf of the People Climate Festival working group

Helen Nicholson, Tasha Davis, Zoe Bernard-John, Caitlin Lord
Community Link Officers in mid Cornwall
Cornwall Council - Localism Service

Agenda Item 16(b)(i)

St Austell Bay Parish Council Climate *Crisis Action Plan* 2021

1. Introduction

In June 2019 (19/031) St Austell Bay Parish Council declared a Climate Emergency. *It is proposed to make the following changes to the 2019 plan.*

The Parish Council *will*:

- 1.1 *Endeavour* to make St Austell Bay Parish Council carbon neutral by 2030.
- 1.2 Call on Westminster and Cornwall Council to provide the powers and resources to make the 2030 target possible.
- 1.3 Work with partners and other government bodies to deliver this goal through all relevant strategic plans and to implement best practice methods to limit global warming to less than 1.5 degrees C.
- 1.4 *Regularly review and update the actions needed* to address this emergency.
- 1.5 *Consider* climate change *to be at the forefront of all decision making. All planning applications to be determined with regard to the policies contained the in St Austell Bay* Neighbourhood Plan, *particularly,* Renewable Energy and Climate Change, Natural Environment, Housing, Transport and Traffic and Business.

2. The Environment and Climate Crisis Action Group (ECCAG)

In July 2019 (19/055) St Austell Bay Parish Council resolved to set up a working party (Climate Change Project/Project 2020 Focus Group). *This group has been renamed as the Environment and Climate Crisis Action Group (ECCAG) and currently consists of* Cllrs Reynolds, *Bull and Chatterjee* together with Pat Smith. *The aim of the group is to steer* the Parish Council and community *towards reducing* their carbon footprint *and prioritise environmental and sustainable issues.*

3. Update

In order to deliver the resolutions of the Parish Council, the Council is asked to agree the following actions *updated from the 2019* St Austell Bay Climate Change Action Plan;

The Parish Council should:

- 3.1 *Use the Impact Community Carbon Calculator (Exeter University) to* measure and manage the carbon footprint of the Parish and Parish Council. St Austell Bay Parish Council will seek to benchmark current carbon output, *identify potential reductions* and track progress from this data.
- 3.2 Review its asset base in terms of direct and community assets including buildings and facilities and commit to minimising energy demand *in connection with these assets. Switch* to a *100%* renewable energy provider *when the current contract expires,* for any asset for which they are responsible that has a power or heat demand, i.e. Pattern Hall and Toilets.
- 3.3 Prioritise carbon reduction and climate change impact mitigation as an evaluation criterion for all future financial decision-making including contract award and future precept and other funding allocation determination.

3.4 Ensure that all the appropriate **policies** in the **St Austell Bay** Neighbourhood Plan **are used in determining planning applications.**

3.5 Work with other volunteer groups **to further the parish council's aims e.g. Diggers and Doers, Charlestown Chums, Charlestown History Group, Chandlers Walk Garden, Charlestown Regatta Committee and Carbon Action St Austell (CASA).**

3.6 Work with partners and other local stakeholders to ensure that public areas such as open spaces & play areas are more natural, needing less maintenance, and the maintenance of footpath and public areas balance the needs of habitat management, e.g. cut less grass & verges, rewild areas instead. This will reduce the need to mow (thereby reducing carbon emissions and cost) and will help support biodiversity, carbon sequestration and our struggling insect populations.

3.7 Review the use of weedkillers and other chemicals in green spaces, roadsides and pathways. Explore practical, natural methods of weed suppression or allow weeds to thrive and enjoy them - many are beautiful and important food for wildlife.

3.8 **Encourage tree planting to maximise** carbon capture.

3.9 Seek to use available green spaces for community growing projects.

3.10 Encourage the installation of bird, **bat** and insect boxes and **promote wildlife corridors.**

3.11 Explore energy use and alternatives - ground source heat pumps etc. Ensure renewable energy provision, high energy efficiency and community-led projects are prioritised **and supported. Wherever possible identify**, support or develop local clean energy projects, particularly community led, with funding or council backing which will deliver benefits for local parishioners. Promote the **installation of electrical vehicles charging points.**

3.12 **Aim to** provide support and educational information to parishioners to enable individual and group carbon reduction action. Promote carbon saving measures via the Parish Council website, **poster campaigns, appropriate social media** or by arranging advice **workshops/surgeries.**

3.13 Act as a voice for the community to raise concerns and to share lessons with higher levels of government. Communicate government consultations/legislation back to the community.

3.14 Encourage and promote the use of recycling facilities, such as at the Pattern Hall (Batteries, printer cartridges etc), Litter picks and Beach Cleans etc.

3.15 Encourage and promote the installation of LED/low energy light bulbs in the Pattern Hall and Toilets.

3.16 **Strive to use** LOAF **products** (Local, organic, animal friendly, fairly traded). Use recycled paper and environmentally friendly cleaning products.

3.17 Show corporate and individual leadership to reduce our carbon footprint.

3.18 Actively review the above actions, together with the actions in Climate Change! What can your Council Do? (Previously circulated, but copies will be available at the meeting)

Agenda Item 21 - Correspondence received since the last meeting

- Cornwall Council's Town and Parish Council newsletters
- Let's Talk Rubbish – Invitation to take part in a survey from Clean Cornwall
- Invitation to attend Cornwall Council planning training
- Prosperous Cornwall 2050 – an invitation to take part in a survey from Cornwall Council
- Details of Eden's Festival of Discovery
- Notification that Cornwall Council's Climate Emergency DPD is now ready for submission for independent examination in public
-

Dear Councillor

You are summoned to attend a **Meeting of St Austell Bay Parish Council** to be held on **Thursday 18 November 2021** at **6.00 pm** in **The Pattern Hall, Charlestown Road.**

Julie Larter

Julie Larter
Clerk
11 November 2021

07873 383400
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 21 October 2021

Pages 4-9

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

(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 applications and any planning applications received after publication of this agenda:

(i) PA21/08772 – Land NE of St Levan's Church, Porthpean:
Construction of a 3/4 bedroom house on domestic recreation land

(ii) PA21/10976 – 5 Garden Walk: Cutting back of Horse Chestnut tree

(b) To note the situation regarding the following planning applications:

(i) PA20/09731 – 4 Garden Walk, Duporth: Construction of single storey extension with new sun terrace above and alterations to existing property *(revised plans)*

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

9. Neighbourhood Plan

To note that the Strategic Group has now been disbanded and to authorise expenditure on printing hard copies of the Plan

10. People's Climate Festival

To consider a request from Cornwall Council for a donation towards the cost of the event

Page 10

11. South West Coast Path Closure

To note the current situation

12. Porthpean Beach

To consider undertaking work to tidy up an area at the rear of

13. Queens Platinum Jubilee

To consider how to celebrate the jubilee

14. Defibrillator

To ratify discussions held in 2016 and 2017 to fund the annual maintenance charge for a public access defibrillator on the Duporth estate

15. Working Parties

(a) Traffic Working Party

*To note membership of the group and discuss the outcome of a meeting held on 4 November and to action accordingly
(Cllr Bull)*

(b) Environment and Climate Crisis Working Party

(i) To consider adopting amendments to the Climate Emergency Action Plan

*(ii) To receive a verbal report of a meeting held on 2 November
(Cllr Reynolds)*

Pages 11 -13

(c) Regatta Working Party

*To receive a verbal report of a meeting held on 26 October
(Clerk)*

16. Highways Matters

To note any concerns

17. Financial Matters

(a) To consider a draft budget for 2022/23 and determine the amount of precept required

Appendix (i)

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

Appendix (ii)

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 12

20. Dates for the Diary

To note any forthcoming dates for members' diaries

21. Dates of future Parish Council Meetings

16 December, 20 January, 17 February, 17 March, 21 April

MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 21 October 2021 at 6.00pm in The Pattern Hall

Present: Cllrs Bill Leach (Chairman), Sue Leach, Nick Foster, Nigel Chatterjee, Jackie Bull, Mike Norris, Sandie Bailey

In attendance: Cllr James Mustoe CC; 6 members of the public.

(21/084) Apologies for Absence

Apologies were received from Cllrs Reynolds and Hallows.

(21/085) Minutes of a Meeting of the Parish Council held on 9 September 2021

It was **RESOLVED** that the minutes of a Meeting of the Parish Council held on 9 September 2021 be signed as an accurate record of the meeting.

(21/086) Matters to Note

The Clerk reported that Helen Nicholson, Cornwall Council's Community Link Officer as moved areas and the new CLO is Caitlin Lord. The Clerk was asked to write to Ms Nicholson thanking her for all her help in the past, particularly in the early stages of the neighbourhood plan and for her help during the Covid crisis.

The Council's application for a Landmark Tree has been successful and it had previously been agreed that this will be planted in the Regatta field. The Council has authorised the purchase of 2 additional trees, one for each ward. Cllr Reynolds has suggested that the Porthpean and Trenarren tree is planted at Carrickowel Point and asked for suggested locations in Duporth.

(21/087) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(21/088) Chairman's Announcements

The Chairman apologised for bringing the time of the meeting forward.

The Chairman said how impressed he was with the development at the old coal yard. However he mentioned that he had been driving along Charlestown Road and a pedestrian stepped off one of the paths to the rear of the cottages straight onto the road. He had been of the view that there was going to be a path inside the wall running parallel to the road, with just one exit onto Charlestown Road instead of individual exits. The Clerk was asked to check the plans.

The Chairman said that Cormac have set up a storage compound in the Regatta field in connection with the east cliff reparation works.

(21/089) Cornwall Councillor's Report

Cllr Mustoe said that he is pleased to be working with the parish council and Cormac regarding traffic and parking issues across the parish. He has met with residents from Quay Road to discuss parking and planning issues. Cllr Mustoe reported that he led a campaign at County Hall to have the affordability assessment fee for people purchasing affordable homes removed, and he was delighted that this has now happened. The Chairman thanked Cllr Mustoe for championing this important issue. Cllr Mustoe's full report is available on the parish council website.

(21/090) Public Participation

A member of the public expressed concern about planning application PA21/07841 relating to 179 Charlestown Road. The member of the public commented that in his opinion some of the information contained within the planning application was incorrect – the old orchard has not always been part of 179 and he did not wish to see any development on the site. The member of the public was concerned that there were no plans showing the proposed elevations contained in the application.

(21/091) Planning Applications and Related Matters

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

The Chairman and Cllrs Leach and Foster attended a site meeting and said that the amended plans still gave cause for concern. It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) stating that the parish council objects to the proposal on the grounds of sight lines, general bulk and lack of neighbour amenity caused by overlooking and noise.**

(ii) PA21/07474 – Polmear Farm, 32 Quay Road: Conversion of existing garages to form ancillary self-contained accommodation to Polmear Farm

It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) stating that the parish council has no objections to the proposal.**

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

It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) with the following comment:**

The parish council strongly objects to the proposed development. 179 Charlestown Road is situated in a prominent position and acts as the gateway into Charlestown. The land upon which the proposed development is planned did not form part of the original curtilage of the property, is outside the Development Boundary and therefore should remain undeveloped. St Austell Bay Parish Council considers that the summerhouse is oversized and poses a risk of overlooking and noise nuisance to neighbours. As previously stated, this is outside the Development Boundary and there is no public gain to the development.

(iv) PA21/07953 – 181 Charlestown Road: Works to trees covered by a TPO namely Group (G1) – unmanaged group of trees and laurel shrubs – 1 Silver Birch, 1 Beech, 1 Lime and laurels – crown raise to 4m for access, to remove branches resting on the boundary fence and to be able to manage the ground around the trees

The Clerk was asked to contact the planning officer to seek a further explanation of why the works were necessary and the scope of the proposed work.

(b) Update on 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
It was noted that this application has now been withdrawn.

(c) St Austell Bay Neighbourhood Plan

It was noted that the Plan had been approved at referendum. Councillors wished their thanks to the Strategic Group and volunteers be formally minuted. The Clerk was asked to write to all the volunteers thanking them for their help.

(21/092) Consultation on the Regulation of Jet Skis

It was **RESOLVED** that the Clerk should respond to the Government's consultation with the following comments:

St Austell Bay Parish Council welcomes the opportunity to comment on proposals to strengthen enforcement of the dangerous use of recreation and personal watercraft.

There has been local comment on the increase in the use of jet skis (private watercraft – PWC) in the St Austell Bay area with potential for conflict with recreational swimmers, other boat users, fishing, mussel farming activities and wildlife. The local increase in use is on trend with the UK wide figures where you report approximately 14 – 16,000 PWC with about 1,200 new craft arriving each year.

Although in our experience the riding of PWC is, in most cases, conducted sensibly and safely, the number of serious incidents has been increasing and there have been incidents reported in St Austell Bay involving conflict between jet skis and swimmers.

Your consultation offers 4 options and Option 3 is our preference. Furthermore, we would like to suggest that it should be compulsory for PWC users to have adequate insurance. Safety of swimmers will only be achieved through clearly identifiable areas (a system of buoys) to separate PWC from less visible and vulnerable swimmers who share the same inshore water space. Finally, we believe that mandatory registration is essential to achieving the aim of safer operation of PWC.

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The parish council has been asked to provide a letter of support for the AONB's application to the National Lottery Heritage Project for grant funding. **It was RESOLVED that the Clerk should send such a letter, referring specifically to Black Head Fort.**

(21/094) South West Coast Path

The Clerk reported that all affected landowners have now agreed to the rollback and legal formalities are underway. It is not anticipated that the path will re-open until the new year due to weather constraints.

(21/095) Working Parties

(a) Traffic Working Party

- (i) Draft Terms of Reference had been previously circulated and were agreed.
- (ii) Meeting held on 15 October 2021

Cllr Bull reported on the first meeting of the working party, held on 15 October. Cllr Bull felt that this was a positive meeting. The first step is to gather information from individual areas. Rachael Tatlow indicated that it needs to be a parish-wide project and it is important that the group manages to engage with hard to reach citizens in the parish. Cllr Hallows is to compile a spreadsheet outlining individual issues within all four wards of the parish. Cllr Bull reported that it is likely to be a 2 year long process unless the parish council wishes to contribute some money towards improvements. Last year an outline plan was drawn up for Duporth Road and the parking issue in Porthpean Beach Road should be fairly simple to resolve as the temporary cones have proved helpful the last couple of summers. Cllr Bull stressed that residents will be involved in the process.

(b) History Working Party

The Charlestown History Group has had a revised quote of approximately £4,000 for a survey of South Polmeor Mine and have asked the parish council for a £1,000 contribution. The Chairman said that as the matter was not on the agenda, it will be discussed at next month's council meeting but in the meantime he pointed out that as it wasn't considered a priority by the Cornwall Buildings at Risk Group, the council would need a clear explanation of why the group would like to undertake the survey and an explanation of the benefit and who would benefit. A member of the public indicated that the History Group would be fundraising to help finance the survey.

(c) Environment and Climate Crisis Working Party

(i) It was **RESOLVED to allocate £250 towards the purchase of resources for the group. The Clerk suggested that a supply of high viz tabards printed with the parish council's name and Diggers and Doers would be a good idea as this would raise public awareness of the group.** Cllr Sue Leach offered to help the group should they wish to make any grant applications to outside bodies.

(ii) Cllr Bull reported on a meeting of the working party held on 12 December. There has been a good response to the recently distributed flyers and the group has started to clear brambles from the pavement hedge adjacent to the cemetery. It is hoped to plant daffodils in Crinnis Road next week. The group would like to use existing social media platforms to advertise their events. The group would like to sow some wild flower seeds, initially in Chandlers Walk as there is an area of community land there. A discussion took place around whether the group should have a separate budget but the Clerk pointed out that this would not be in accordance with the group's Terms of Reference. Money can be allocated by the parish council but expenditure needs to be approved by the council and orders placed through the Clerk. A full copy of the meeting notes is available on the council's website.

(13/096) Highways Matters

There were no highways matters to report.

(21/097) Financial Matters

(a) Grant Funding Request from Light up Charlestown

It was **RESOLVED to make a grant of £250 to Light up Charlestown for the purchase of additional Christmas lights.** It was noted that the Shipwreck Treasure Museum has offered to match fund any grant the parish council gives.

(b) It was noted that the Annual Audit has now been completed.

(c) Emergency repairs have been made to the front of the noticeboard outside Alan Leather's office under the Clerk's delegated powers and it was **RESOLVED to authorise this expenditure.**

(d) The Clerk reported that the perspex front cover of the noticeboard in Higher Porthpean has become opaque and it was **RESOLVED to authorise expenditure on replacing the cover.**

(e) Remembrance Day

It was **RESOLVED to purchase a wreath to be laid at the new memorial plaque at Higher Porthpean.**

(f) The current financial position was noted and the following payments for September and October were ratified.

SWW	Water for hall	£	27.50
SWW	Water for toilets	£	103.50
Lloyds Bank	Credit card - <i>see note</i>	£	158.61
BT	Telephone and internet	£	83.28
BT	Monthly mobile phone charges	£	24.00
SSE	1/4ly electricity bill for toilets	£	125.56
Information Commissioner's Office	Data Protection renewal fee	£	35.00
Cornwall Waste Solutions Ltd	Waste collection	£	79.20
Vision ICT	Website hosting Sept 21 - Aug 22	£	240.00
Royal Mail	Reply Paid service (parish consultation)	£	76.75
Lyreco	Toilet rolls and cleaning rolls	£	169.43
Lyreco	Toilet Rolls and blue tac	£	57.22
S Leach	Timer for meetings	£	5.99
SLCC Enterprises	Legionella Training	£	60.00
Argos Fire Protection	Fire extinguisher annual service	£	101.64
Fowey Systems	Fire alarm testing and annual service - Pattern Hall	£	120.00
Staffing and oncosts	Staffing and oncosts	£	£2,639.91
Blenheims Estate & Asset Management	Foundry Parc amenity charge	£	21.11
SWW	Water for hall	£	27.50
SWW	Water for toilets	£	103.50
Lloyds Bank	Credit card - <i>see note</i>	£	159.04
BT	Telephone and internet	£	83.28
BT	Monthly mobile phone charges	£	24.00
Fintec	Quarterly lease on photocopier	£	136.91
ITEC	Photocopy charges Aug - Sept	£	32.90
ITEC	Photocopy charges Sept - Oct	£	10.81
Cornwall Signs	Replacement front for noticeboard in Charlestown Road	£	138.00
Lyreco	Toilet rolls and printer paper	£	172.79
Lyreco	Toilet rolls and diaries	£	133.14
Cornwall Waste Solutions	Refuse collection	£	79.20
Vision ICT	Biennial renewal fee for gov.uk domain	£	78.00
Complete Weed Control	Pavement weed spraying	£	252.00
PKF Littlejohn LLP	External Audit	£	360.00
Cornwall Council	Parish consultation printing and mailing charge	£	546.69
Staffing and oncosts	Various	£	2,564.73

*It was noted that credit card receipts were checked by Cllr Chatterjee on 20 October.

Cllr Bailey left the meeting at 6.55pm

(21/098) Meetings/Training Attended

24 September – The Clerk attended Legionella training

8 October – Cllr Chatterjee attended Heligan – Eden Multi Trails meeting. Cllr Chatterjee reported that the group is hoping to install e-bike charging points around Cornwall.

12 October – Environment and Climate Crisis Working Party

12 – 14 October – The Clerk attended the SLCC National Conference. The Clerk thanked the council for funding her attendance, which she found very beneficial. The Clerk reminded members not to use personal email accounts for parish council matters.

14 October – History Working Party

15 October – Traffic Working Party

(21/099) Correspondence

A list of correspondence had been previously circulated and in addition the following correspondence was received after publication of the agenda:

- Complaint about people walking dogs in the Regatta field – this will be raised at the next Regatta Working Party meeting
- Invitation to take part in the Cornwall AONB Monumental Improvement survey

(21/100) Dates for the Diary

26 October – Regatta Working Party

27 or 29 October – Diggers and Doers daffodil planting

4 November – Traffic Working Party

7 November – History Working Party Battery Recharge clearance work

9 November – Environment and Climate Crisis Working Party

11 November – St Austell and Mevagissey Community Network Panel meeting. The Clerk asked for volunteers to attend

16 November – Cllrs Bailey and Norris to attend Code of Conduct training

16 November – Diggers and Doers Coffee morning

(21/101) Dates of future Parish Council Meetings

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

The meeting closed at 7.00 pm

.....
Chairman

.....
Date

TO: Town & Parish Clerks in St Austell & Mevagissey Community Network

We wrote to you recently about the exciting People's Climate Festival for Mid Cornwall on 27 November in St Austell, at Cornwall College St Austell. The aim is to provide information and opportunity for people to engage with ways they can become more carbon neutral in a fun and interactive way. For those parish councils who have declared a climate emergency, the aim of this event is to support you in taking action to meet that priority. There is a graphic attached and a Facebook event page here <https://www.facebook.com/events/1383336978734711/?ref=newsfeed> – please do promote this far and wide.

The event will have stalls, films and speakers – something for everyone! We want people to be aware of the causes and impacts of the Climate Emergency, then to ask themselves:

1) What is my own carbon footprint and what can I change in my own daily life to reduce it? (e.g. home energy, travel, work, shopping)
2) Can I do anything in my local community or workplace? (e.g. setting up a car-share scheme)

3) How can I use my voice to push for change on a Cornwall-wide or nationwide scale? (e.g. responding to Council and Government consultations or writing letters to Councillors and MPs)

The themes of the events are:

- How we create and use energy
- How we enhance our environment
- How we reduce waste
- How we travel
- How we consume
- How we live
- How we work

This event was proposed and agreed by a joint meeting of Community Networks earlier this year. There is a working group planning this including Cornwall College St Austell, Three Bays Wildlife Trust, Plastic Free St Austell and a number of local climate action groups from the mid Cornwall area including St Austell, Pentewan Valley, St Austell Bay, Mevagissey and Lostwithiel.

We would like to request funding support of £50-100 each from parish councils in the mid Cornwall area (4 Community Networks) to help cover the costs of this event which are:

Venue hire - £764 (discounted by 20%)

Film licenses - £200

First aid cover - £200

Publicity - £200

Children's Entertainment - £250

Total - £1614

This is the bare minimum needed – if additional funds are available we will increase the publicity and entertainment budgets appropriately. The Carbon Neutral team have confirmed £1000 towards these costs but we still need additional funds to make the event a success.

We hope you will consider this request favourably – we are excited about the opportunities this presents for helping all our parishes become more carbon neutral by promoting low carbon choices and encouraging people to change their behaviour.

On behalf of the People Climate Festival working group

Helen Nicholson, Tasha Davis, Zoe Bernard-John, Caitlin Lord
Community Link Officers in mid Cornwall
Cornwall Council - Localism Service

Agenda Item 16(b)(i)

St Austell Bay Parish Council Climate *Crisis Action Plan* 2021

1. Introduction

In June 2019 (19/031) St Austell Bay Parish Council declared a Climate Emergency. *It is proposed to make the following changes to the 2019 plan.*

The Parish Council *will*:

- 1.1 *Endeavour* to make St Austell Bay Parish Council carbon neutral by 2030.
- 1.2 Call on Westminster and Cornwall Council to provide the powers and resources to make the 2030 target possible.
- 1.3 Work with partners and other government bodies to deliver this goal through all relevant strategic plans and to implement best practice methods to limit global warming to less than 1.5 degrees C.
- 1.4 *Regularly review and update the actions needed* to address this emergency.
- 1.5 *Consider* climate change *to be at the forefront of all decision making. All planning applications to be determined with regard to the policies contained the in St Austell Bay* Neighbourhood Plan, *particularly*, Renewable Energy and Climate Change, Natural Environment, Housing, Transport and Traffic and Business.

2. The Environment and Climate Crisis Action Group (ECCAG)

In July 2019 (19/055) St Austell Bay Parish Council resolved to set up a working party (Climate Change Project/Project 2020 Focus Group). *This group has been renamed as the Environment and Climate Crisis Action Group (ECCAG) and currently consists of* Cllrs Reynolds, *Bull and Chatterjee* together with Pat Smith. *The aim of the group is to steer* the Parish Council and community *towards reducing* their carbon footprint *and prioritise environmental and sustainable issues.*

3. Update

In order to deliver the resolutions of the Parish Council, the Council is asked to agree the following actions *updated from the 2019* St Austell Bay Climate Change Action Plan;

The Parish Council should:

- 3.1 *Use the Impact Community Carbon Calculator (Exeter University) to* measure and manage the carbon footprint of the Parish and Parish Council. St Austell Bay Parish Council will seek to benchmark current carbon output, *identify potential reductions* and track progress from this data.
- 3.2 Review its asset base in terms of direct and community assets including buildings and facilities and commit to minimising energy demand *in connection with these assets. Switch* to a *100%* renewable energy provider *when the current contract expires*, for any asset for which they are responsible that has a power or heat demand, i.e. Pattern Hall and Toilets.
- 3.3 Prioritise carbon reduction and climate change impact mitigation as an evaluation criterion for all future financial decision-making including contract award and future precept and other funding allocation determination.

3.4 Ensure that all the appropriate **policies** in the **St Austell Bay** Neighbourhood Plan **are used in determining planning applications.**

3.5 Work with other volunteer groups **to further the parish council's aims e.g. Diggers and Doers, Charlestown Chums, Charlestown History Group, Chandlers Walk Garden, Charlestown Regatta Committee and Carbon Action St Austell (CASA).**

3.6 Work with partners and other local stakeholders to ensure that public areas such as open spaces & play areas are more natural, needing less maintenance, and the maintenance of footpath and public areas balance the needs of habitat management, e.g. cut less grass & verges, rewild areas instead. This will reduce the need to mow (thereby reducing carbon emissions and cost) and will help support biodiversity, carbon sequestration and our struggling insect populations.

3.7 Review the use of weedkillers and other chemicals in green spaces, roadsides and pathways. Explore practical, natural methods of weed suppression or allow weeds to thrive and enjoy them - many are beautiful and important food for wildlife.

3.8 **Encourage tree planting to maximise** carbon capture.

3.9 Seek to use available green spaces for community growing projects.

3.10 Encourage the installation of bird, **bat** and insect boxes and **promote wildlife corridors.**

3.11 Explore energy use and alternatives - ground source heat pumps etc. Ensure renewable energy provision, high energy efficiency and community-led projects are prioritised **and supported. Wherever possible identify**, support or develop local clean energy projects, particularly community led, with funding or council backing which will deliver benefits for local parishioners. Promote the **installation of electrical vehicles charging points.**

3.12 **Aim to** provide support and educational information to parishioners to enable individual and group carbon reduction action. Promote carbon saving measures via the Parish Council website, **poster campaigns, appropriate social media** or by arranging advice **workshops/surgeries.**

3.13 Act as a voice for the community to raise concerns and to share lessons with higher levels of government. Communicate government consultations/legislation back to the community.

3.14 Encourage and promote the use of recycling facilities, such as at the Pattern Hall (Batteries, printer cartridges etc), Litter picks and Beach Cleans etc.

3.15 Encourage and promote the installation of LED/low energy light bulbs in the Pattern Hall and Toilets.

3.16 **Strive to use** LOAF **products** (Local, organic, animal friendly, fairly traded). Use recycled paper and environmentally friendly cleaning products.

3.17 Show corporate and individual leadership to reduce our carbon footprint.

3.18 Actively review the above actions, together with the actions in Climate Change! What can your Council Do? (Previously circulated, but copies will be available at the meeting)

Agenda Item 21 - Correspondence received since the last meeting

- Cornwall Council's Town and Parish Council newsletters
- Let's Talk Rubbish – Invitation to take part in a survey from Clean Cornwall
- Invitation to attend Cornwall Council planning training
- Prosperous Cornwall 2050 – an invitation to take part in a survey from Cornwall Council
- Details of Eden's Festival of Discovery
- Notification that Cornwall Council's Climate Emergency DPD is now ready for submission for independent examination in public
-

Dear Councillor

You are summoned to attend a **Meeting of St Austell Bay Parish Council** to be held on **Thursday 18 November 2021** at **6.00 pm** in **The Pattern Hall, Charlestown Road.**

Julie Larter

Julie Larter
Clerk
11 November 2021

07873 383400
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 21 October 2021

Pages 4-9

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

(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 applications and any planning applications received after publication of this agenda:

(i) PA21/08772 – Land NE of St Levan's Church, Porthpean:
Construction of a 3/4 bedroom house on domestic recreation land

(ii) PA21/10976 – 5 Garden Walk: Cutting back of Horse Chestnut tree

(b) To note the situation regarding the following planning applications:

(i) PA20/09731 – 4 Garden Walk, Duporth: Construction of single storey extension with new sun terrace above and alterations to existing property *(revised plans)*

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

9. Neighbourhood Plan

To note that the Strategic Group has now been disbanded and to authorise expenditure on printing hard copies of the Plan

10. People's Climate Festival

To consider a request from Cornwall Council for a donation towards the cost of the event

Page 10

11. South West Coast Path Closure

To note the current situation

12. Porthpean Beach

To consider undertaking work to tidy up an area at the rear of

13. Queens Platinum Jubilee

To consider how to celebrate the jubilee

14. Defibrillator

To ratify discussions held in 2016 and 2017 to fund the annual maintenance charge for a public access defibrillator on the Duporth estate

15. Working Parties

(a) Traffic Working Party

*To note membership of the group and discuss the outcome of a meeting held on 4 November and to action accordingly
(Cllr Bull)*

(b) Environment and Climate Crisis Working Party

(i) To consider adopting amendments to the Climate Emergency Action Plan

*(ii) To receive a verbal report of a meeting held on 2 November
(Cllr Reynolds)*

Pages 11 -13

(c) Regatta Working Party

*To receive a verbal report of a meeting held on 26 October
(Clerk)*

16. Highways Matters

To note any concerns

17. Financial Matters

(a) To consider a draft budget for 2022/23 and determine the amount of precept required

Appendix (i)

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

Appendix (ii)

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 12

20. Dates for the Diary

To note any forthcoming dates for members' diaries

21. Dates of future Parish Council Meetings

16 December, 20 January, 17 February, 17 March, 21 April

MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 21 October 2021 at 6.00pm in The Pattern Hall

Present: Cllrs Bill Leach (Chairman), Sue Leach, Nick Foster, Nigel Chatterjee, Jackie Bull, Mike Norris, Sandie Bailey

In attendance: Cllr James Mustoe CC; 6 members of the public.

(21/084) Apologies for Absence

Apologies were received from Cllrs Reynolds and Hallows.

(21/085) Minutes of a Meeting of the Parish Council held on 9 September 2021

It was **RESOLVED** that the minutes of a Meeting of the Parish Council held on 9 September 2021 be signed as an accurate record of the meeting.

(21/086) Matters to Note

The Clerk reported that Helen Nicholson, Cornwall Council's Community Link Officer as moved areas and the new CLO is Caitlin Lord. The Clerk was asked to write to Ms Nicholson thanking her for all her help in the past, particularly in the early stages of the neighbourhood plan and for her help during the Covid crisis.

The Council's application for a Landmark Tree has been successful and it had previously been agreed that this will be planted in the Regatta field. The Council has authorised the purchase of 2 additional trees, one for each ward. Cllr Reynolds has suggested that the Porthpean and Trenarren tree is planted at Carrickowel Point and asked for suggested locations in Duporth.

(21/087) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(21/088) Chairman's Announcements

The Chairman apologised for bringing the time of the meeting forward.

The Chairman said how impressed he was with the development at the old coal yard. However he mentioned that he had been driving along Charlestown Road and a pedestrian stepped off one of the paths to the rear of the cottages straight onto the road. He had been of the view that there was going to be a path inside the wall running parallel to the road, with just one exit onto Charlestown Road instead of individual exits. The Clerk was asked to check the plans.

The Chairman said that Cormac have set up a storage compound in the Regatta field in connection with the east cliff reparation works.

(21/089) Cornwall Councillor's Report

Cllr Mustoe said that he is pleased to be working with the parish council and Cormac regarding traffic and parking issues across the parish. He has met with residents from Quay Road to discuss parking and planning issues. Cllr Mustoe reported that he led a campaign at County Hall to have the affordability assessment fee for people purchasing affordable homes removed, and he was delighted that this has now happened. The Chairman thanked Cllr Mustoe for championing this important issue. Cllr Mustoe's full report is available on the parish council website.

(21/090) Public Participation

A member of the public expressed concern about planning application PA21/07841 relating to 179 Charlestown Road. The member of the public commented that in his opinion some of the information contained within the planning application was incorrect – the old orchard has not always been part of 179 and he did not wish to see any development on the site. The member of the public was concerned that there were no plans showing the proposed elevations contained in the application.

(21/091) Planning Applications and Related Matters

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

The Chairman and Cllrs Leach and Foster attended a site meeting and said that the amended plans still gave cause for concern. It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) stating that the parish council objects to the proposal on the grounds of sight lines, general bulk and lack of neighbour amenity caused by overlooking and noise.**

(ii) PA21/07474 – Polmear Farm, 32 Quay Road: Conversion of existing garages to form ancillary self-contained accommodation to Polmear Farm

It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) stating that the parish council has no objections to the proposal.**

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

It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) with the following comment:**

The parish council strongly objects to the proposed development. 179 Charlestown Road is situated in a prominent position and acts as the gateway into Charlestown. The land upon which the proposed development is planned did not form part of the original curtilage of the property, is outside the Development Boundary and therefore should remain undeveloped. St Austell Bay Parish Council considers that the summerhouse is oversized and poses a risk of overlooking and noise nuisance to neighbours. As previously stated, this is outside the Development Boundary and there is no public gain to the development.

(iv) PA21/07953 – 181 Charlestown Road: Works to trees covered by a TPO namely Group (G1) – unmanaged group of trees and laurel shrubs – 1 Silver Birch, 1 Beech, 1 Lime and laurels – crown raise to 4m for access, to remove branches resting on the boundary fence and to be able to manage the ground around the trees

The Clerk was asked to contact the planning officer to seek a further explanation of why the works were necessary and the scope of the proposed work.

(b) Update on 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
It was noted that this application has now been withdrawn.

(c) St Austell Bay Neighbourhood Plan

It was noted that the Plan had been approved at referendum. Councillors wished their thanks to the Strategic Group and volunteers be formally minuted. The Clerk was asked to write to all the volunteers thanking them for their help.

(21/092) Consultation on the Regulation of Jet Skis

It was **RESOLVED** that the Clerk should respond to the Government's consultation with the following comments:

St Austell Bay Parish Council welcomes the opportunity to comment on proposals to strengthen enforcement of the dangerous use of recreation and personal watercraft.

There has been local comment on the increase in the use of jet skis (private watercraft – PWC) in the St Austell Bay area with potential for conflict with recreational swimmers, other boat users, fishing, mussel farming activities and wildlife. The local increase in use is on trend with the UK wide figures where you report approximately 14 – 16,000 PWC with about 1,200 new craft arriving each year.

Although in our experience the riding of PWC is, in most cases, conducted sensibly and safely, the number of serious incidents has been increasing and there have been incidents reported in St Austell Bay involving conflict between jet skis and swimmers.

Your consultation offers 4 options and Option 3 is our preference. Furthermore, we would like to suggest that it should be compulsory for PWC users to have adequate insurance. Safety of swimmers will only be achieved through clearly identifiable areas (a system of buoys) to separate PWC from less visible and vulnerable swimmers who share the same inshore water space. Finally, we believe that mandatory registration is essential to achieving the aim of safer operation of PWC.

(21/093) Cornwall AONB Unit: A Monumental Improvement

The parish council has been asked to provide a letter of support for the AONB's application to the National Lottery Heritage Project for grant funding. **It was RESOLVED that the Clerk should send such a letter, referring specifically to Black Head Fort.**

(21/094) South West Coast Path

The Clerk reported that all affected landowners have now agreed to the rollback and legal formalities are underway. It is not anticipated that the path will re-open until the new year due to weather constraints.

(21/095) Working Parties

(a) Traffic Working Party

- (i) Draft Terms of Reference had been previously circulated and were agreed.
- (ii) Meeting held on 15 October 2021

Cllr Bull reported on the first meeting of the working party, held on 15 October. Cllr Bull felt that this was a positive meeting. The first step is to gather information from individual areas. Rachael Tatlow indicated that it needs to be a parish-wide project and it is important that the group manages to engage with hard to reach citizens in the parish. Cllr Hallows is to compile a spreadsheet outlining individual issues within all four wards of the parish. Cllr Bull reported that it is likely to be a 2 year long process unless the parish council wishes to contribute some money towards improvements. Last year an outline plan was drawn up for Duporth Road and the parking issue in Porthpean Beach Road should be fairly simple to resolve as the temporary cones have proved helpful the last couple of summers. Cllr Bull stressed that residents will be involved in the process.

(b) History Working Party

The Charlestown History Group has had a revised quote of approximately £4,000 for a survey of South Polmeor Mine and have asked the parish council for a £1,000 contribution. The Chairman said that as the matter was not on the agenda, it will be discussed at next month's council meeting but in the meantime he pointed out that as it wasn't considered a priority by the Cornwall Buildings at Risk Group, the council would need a clear explanation of why the group would like to undertake the survey and an explanation of the benefit and who would benefit. A member of the public indicated that the History Group would be fundraising to help finance the survey.

(c) Environment and Climate Crisis Working Party

(i) It was **RESOLVED to allocate £250 towards the purchase of resources for the group. The Clerk suggested that a supply of high viz tabards printed with the parish council's name and Diggers and Doers would be a good idea as this would raise public awareness of the group.** Cllr Sue Leach offered to help the group should they wish to make any grant applications to outside bodies.

(ii) Cllr Bull reported on a meeting of the working party held on 12 December. There has been a good response to the recently distributed flyers and the group has started to clear brambles from the pavement hedge adjacent to the cemetery. It is hoped to plant daffodils in Crinnis Road next week. The group would like to use existing social media platforms to advertise their events. The group would like to sow some wild flower seeds, initially in Chandlers Walk as there is an area of community land there. A discussion took place around whether the group should have a separate budget but the Clerk pointed out that this would not be in accordance with the group's Terms of Reference. Money can be allocated by the parish council but expenditure needs to be approved by the council and orders placed through the Clerk. A full copy of the meeting notes is available on the council's website.

(13/096) Highways Matters

There were no highways matters to report.

(21/097) Financial Matters

(a) Grant Funding Request from Light up Charlestown

It was **RESOLVED to make a grant of £250 to Light up Charlestown for the purchase of additional Christmas lights.** It was noted that the Shipwreck Treasure Museum has offered to match fund any grant the parish council gives.

(b) It was noted that the Annual Audit has now been completed.

(c) Emergency repairs have been made to the front of the noticeboard outside Alan Leather's office under the Clerk's delegated powers and it was **RESOLVED to authorise this expenditure.**

(d) The Clerk reported that the perspex front cover of the noticeboard in Higher Porthpean has become opaque and it was **RESOLVED to authorise expenditure on replacing the cover.**

(e) Remembrance Day

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(f) The current financial position was noted and the following payments for September and October were ratified.

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Cornwall Council	Parish consultation printing and mailing charge	£	546.69
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*It was noted that credit card receipts were checked by Cllr Chatterjee on 20 October.

Cllr Bailey left the meeting at 6.55pm

(21/098) Meetings/Training Attended

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14 October – History Working Party

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- Invitation to take part in the Cornwall AONB Monumental Improvement survey

(21/100) Dates for the Diary

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27 or 29 October – Diggers and Doers daffodil planting

4 November – Traffic Working Party

7 November – History Working Party Battery Recharge clearance work

9 November – Environment and Climate Crisis Working Party

11 November – St Austell and Mevagissey Community Network Panel meeting. The Clerk asked for volunteers to attend

16 November – Cllrs Bailey and Norris to attend Code of Conduct training

16 November – Diggers and Doers Coffee morning

(21/101) Dates of future Parish Council Meetings

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

The meeting closed at 7.00 pm

.....
Chairman

.....
Date

TO: Town & Parish Clerks in St Austell & Mevagissey Community Network

We wrote to you recently about the exciting People's Climate Festival for Mid Cornwall on 27 November in St Austell, at Cornwall College St Austell. The aim is to provide information and opportunity for people to engage with ways they can become more carbon neutral in a fun and interactive way. For those parish councils who have declared a climate emergency, the aim of this event is to support you in taking action to meet that priority. There is a graphic attached and a Facebook event page here <https://www.facebook.com/events/1383336978734711/?ref=newsfeed> – please do promote this far and wide.

The event will have stalls, films and speakers – something for everyone! We want people to be aware of the causes and impacts of the Climate Emergency, then to ask themselves:

1) What is my own carbon footprint and what can I change in my own daily life to reduce it? (e.g. home energy, travel, work, shopping)

2) Can I do anything in my local community or workplace? (e.g. setting up a car-share scheme)

3) How can I use my voice to push for change on a Cornwall-wide or nationwide scale? (e.g. responding to Council and Government consultations or writing letters to Councillors and MPs)

The themes of the events are:

- How we create and use energy
- How we enhance our environment
- How we reduce waste
- How we travel
- How we consume
- How we live
- How we work

This event was proposed and agreed by a joint meeting of Community Networks earlier this year. There is a working group planning this including Cornwall College St Austell, Three Bays Wildlife Trust, Plastic Free St Austell and a number of local climate action groups from the mid Cornwall area including St Austell, Pentewan Valley, St Austell Bay, Mevagissey and Lostwithiel.

We would like to request funding support of £50-100 each from parish councils in the mid Cornwall area (4 Community Networks) to help cover the costs of this event which are:

Venue hire - £764 (discounted by 20%)

Film licenses - £200

First aid cover - £200

Publicity - £200

Children's Entertainment - £250

Total - £1614

This is the bare minimum needed – if additional funds are available we will increase the publicity and entertainment budgets appropriately. The Carbon Neutral team have confirmed £1000 towards these costs but we still need additional funds to make the event a success.

We hope you will consider this request favourably – we are excited about the opportunities this presents for helping all our parishes become more carbon neutral by promoting low carbon choices and encouraging people to change their behaviour.

On behalf of the People Climate Festival working group

Helen Nicholson, Tasha Davis, Zoe Bernard-John, Caitlin Lord
Community Link Officers in mid Cornwall
Cornwall Council - Localism Service

Agenda Item 16(b)(i)

St Austell Bay Parish Council Climate *Crisis Action Plan* 2021

1. Introduction

In June 2019 (19/031) St Austell Bay Parish Council declared a Climate Emergency. *It is proposed to make the following changes to the 2019 plan.*

The Parish Council *will*:

- 1.1 *Endeavour* to make St Austell Bay Parish Council carbon neutral by 2030.
- 1.2 Call on Westminster and Cornwall Council to provide the powers and resources to make the 2030 target possible.
- 1.3 Work with partners and other government bodies to deliver this goal through all relevant strategic plans and to implement best practice methods to limit global warming to less than 1.5 degrees C.
- 1.4 *Regularly review and update the actions needed* to address this emergency.
- 1.5 *Consider* climate change *to be at the forefront of all decision making. All planning applications to be determined with regard to the policies contained the in St Austell Bay* Neighbourhood Plan, *particularly,* Renewable Energy and Climate Change, Natural Environment, Housing, Transport and Traffic and Business.

2. The Environment and Climate Crisis Action Group (ECCAG)

In July 2019 (19/055) St Austell Bay Parish Council resolved to set up a working party (Climate Change Project/Project 2020 Focus Group). *This group has been renamed as the Environment and Climate Crisis Action Group (ECCAG) and currently consists of* Cllrs Reynolds, *Bull and Chatterjee* together with Pat Smith. *The aim of the group is to steer* the Parish Council and community *towards reducing* their carbon footprint *and prioritise environmental and sustainable issues.*

3. Update

In order to deliver the resolutions of the Parish Council, the Council is asked to agree the following actions *updated from the 2019* St Austell Bay Climate Change Action Plan;

The Parish Council should:

- 3.1 *Use the Impact Community Carbon Calculator (Exeter University) to* measure and manage the carbon footprint of the Parish and Parish Council. St Austell Bay Parish Council will seek to benchmark current carbon output, *identify potential reductions* and track progress from this data.
- 3.2 Review its asset base in terms of direct and community assets including buildings and facilities and commit to minimising energy demand *in connection with these assets. Switch* to a *100%* renewable energy provider *when the current contract expires,* for any asset for which they are responsible that has a power or heat demand, i.e. Pattern Hall and Toilets.
- 3.3 Prioritise carbon reduction and climate change impact mitigation as an evaluation criterion for all future financial decision-making including contract award and future precept and other funding allocation determination.

3.4 Ensure that all the appropriate **policies** in the **St Austell Bay** Neighbourhood Plan **are used in determining planning applications.**

3.5 Work with other volunteer groups **to further the parish council's aims e.g. Diggers and Doers, Charlestown Chums, Charlestown History Group, Chandlers Walk Garden, Charlestown Regatta Committee and Carbon Action St Austell (CASA).**

3.6 Work with partners and other local stakeholders to ensure that public areas such as open spaces & play areas are more natural, needing less maintenance, and the maintenance of footpath and public areas balance the needs of habitat management, e.g. cut less grass & verges, rewild areas instead. This will reduce the need to mow (thereby reducing carbon emissions and cost) and will help support biodiversity, carbon sequestration and our struggling insect populations.

3.7 Review the use of weedkillers and other chemicals in green spaces, roadsides and pathways. Explore practical, natural methods of weed suppression or allow weeds to thrive and enjoy them - many are beautiful and important food for wildlife.

3.8 **Encourage tree planting to maximise** carbon capture.

3.9 Seek to use available green spaces for community growing projects.

3.10 Encourage the installation of bird, **bat** and insect boxes and **promote wildlife corridors.**

3.11 Explore energy use and alternatives - ground source heat pumps etc. Ensure renewable energy provision, high energy efficiency and community-led projects are prioritised **and supported. Wherever possible identify**, support or develop local clean energy projects, particularly community led, with funding or council backing which will deliver benefits for local parishioners. Promote the **installation of electrical vehicles charging points.**

3.12 **Aim to** provide support and educational information to parishioners to enable individual and group carbon reduction action. Promote carbon saving measures via the Parish Council website, **poster campaigns, appropriate social media** or by arranging advice **workshops/surgeries.**

3.13 Act as a voice for the community to raise concerns and to share lessons with higher levels of government. Communicate government consultations/legislation back to the community.

3.14 Encourage and promote the use of recycling facilities, such as at the Pattern Hall (Batteries, printer cartridges etc), Litter picks and Beach Cleans etc.

3.15 Encourage and promote the installation of LED/low energy light bulbs in the Pattern Hall and Toilets.

3.16 **Strive to use** LOAF **products** (Local, organic, animal friendly, fairly traded). Use recycled paper and environmentally friendly cleaning products.

3.17 Show corporate and individual leadership to reduce our carbon footprint.

3.18 Actively review the above actions, together with the actions in Climate Change! What can your Council Do? (Previously circulated, but copies will be available at the meeting)

Agenda Item 21 - Correspondence received since the last meeting

- Cornwall Council's Town and Parish Council newsletters
- Let's Talk Rubbish – Invitation to take part in a survey from Clean Cornwall
- Invitation to attend Cornwall Council planning training
- Prosperous Cornwall 2050 – an invitation to take part in a survey from Cornwall Council
- Details of Eden's Festival of Discovery
- Notification that Cornwall Council's Climate Emergency DPD is now ready for submission for independent examination in public
-

Dear Councillor

You are summoned to attend a **Meeting of St Austell Bay Parish Council** to be held on **Thursday 18 November 2021** at **6.00 pm** in **The Pattern Hall, Charlestown Road.**

Julie Larter

Julie Larter
Clerk
11 November 2021

07873 383400
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 21 October 2021

Pages 4-9

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

(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 applications and any planning applications received after publication of this agenda:

(i) PA21/08772 – Land NE of St Levan's Church, Porthpean:
Construction of a 3/4 bedroom house on domestic recreation land

(ii) PA21/10976 – 5 Garden Walk: Cutting back of Horse Chestnut tree

(b) To note the situation regarding the following planning applications:

(i) PA20/09731 – 4 Garden Walk, Duporth: Construction of single storey extension with new sun terrace above and alterations to existing property *(revised plans)*

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

9. Neighbourhood Plan

To note that the Strategic Group has now been disbanded and to authorise expenditure on printing hard copies of the Plan

10. People's Climate Festival

To consider a request from Cornwall Council for a donation towards the cost of the event

Page 10

11. South West Coast Path Closure

To note the current situation

12. Porthpean Beach

To consider undertaking work to tidy up an area at the rear of

13. Queens Platinum Jubilee

To consider how to celebrate the jubilee

14. Defibrillator

To ratify discussions held in 2016 and 2017 to fund the annual maintenance charge for a public access defibrillator on the Duporth estate

15. Working Parties

(a) Traffic Working Party

*To note membership of the group and discuss the outcome of a meeting held on 4 November and to action accordingly
(Cllr Bull)*

(b) Environment and Climate Crisis Working Party

(i) To consider adopting amendments to the Climate Emergency Action Plan

*(ii) To receive a verbal report of a meeting held on 2 November
(Cllr Reynolds)*

Pages 11 -13

(c) Regatta Working Party

*To receive a verbal report of a meeting held on 26 October
(Clerk)*

16. Highways Matters

To note any concerns

17. Financial Matters

(a) To consider a draft budget for 2022/23 and determine the amount of precept required

Appendix (i)

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

Appendix (ii)

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 12

20. Dates for the Diary

To note any forthcoming dates for members' diaries

21. Dates of future Parish Council Meetings

16 December, 20 January, 17 February, 17 March, 21 April

MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 21 October 2021 at 6.00pm in The Pattern Hall

Present: Cllrs Bill Leach (Chairman), Sue Leach, Nick Foster, Nigel Chatterjee, Jackie Bull, Mike Norris, Sandie Bailey

In attendance: Cllr James Mustoe CC; 6 members of the public.

(21/084) Apologies for Absence

Apologies were received from Cllrs Reynolds and Hallows.

(21/085) Minutes of a Meeting of the Parish Council held on 9 September 2021

It was **RESOLVED** that the minutes of a Meeting of the Parish Council held on 9 September 2021 be signed as an accurate record of the meeting.

(21/086) Matters to Note

The Clerk reported that Helen Nicholson, Cornwall Council's Community Link Officer as moved areas and the new CLO is Caitlin Lord. The Clerk was asked to write to Ms Nicholson thanking her for all her help in the past, particularly in the early stages of the neighbourhood plan and for her help during the Covid crisis.

The Council's application for a Landmark Tree has been successful and it had previously been agreed that this will be planted in the Regatta field. The Council has authorised the purchase of 2 additional trees, one for each ward. Cllr Reynolds has suggested that the Porthpean and Trenarren tree is planted at Carrickowel Point and asked for suggested locations in Duporth.

(21/087) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(21/088) Chairman's Announcements

The Chairman apologised for bringing the time of the meeting forward.

The Chairman said how impressed he was with the development at the old coal yard. However he mentioned that he had been driving along Charlestown Road and a pedestrian stepped off one of the paths to the rear of the cottages straight onto the road. He had been of the view that there was going to be a path inside the wall running parallel to the road, with just one exit onto Charlestown Road instead of individual exits. The Clerk was asked to check the plans.

The Chairman said that Cormac have set up a storage compound in the Regatta field in connection with the east cliff reparation works.

(21/089) Cornwall Councillor's Report

Cllr Mustoe said that he is pleased to be working with the parish council and Cormac regarding traffic and parking issues across the parish. He has met with residents from Quay Road to discuss parking and planning issues. Cllr Mustoe reported that he led a campaign at County Hall to have the affordability assessment fee for people purchasing affordable homes removed, and he was delighted that this has now happened. The Chairman thanked Cllr Mustoe for championing this important issue. Cllr Mustoe's full report is available on the parish council website.

(21/090) Public Participation

A member of the public expressed concern about planning application PA21/07841 relating to 179 Charlestown Road. The member of the public commented that in his opinion some of the information contained within the planning application was incorrect – the old orchard has not always been part of 179 and he did not wish to see any development on the site. The member of the public was concerned that there were no plans showing the proposed elevations contained in the application.

(21/091) Planning Applications and Related Matters

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

The Chairman and Cllrs Leach and Foster attended a site meeting and said that the amended plans still gave cause for concern. It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) stating that the parish council objects to the proposal on the grounds of sight lines, general bulk and lack of neighbour amenity caused by overlooking and noise.**

(ii) PA21/07474 – Polmear Farm, 32 Quay Road: Conversion of existing garages to form ancillary self-contained accommodation to Polmear Farm

It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) stating that the parish council has no objections to the proposal.**

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

It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) with the following comment:**

The parish council strongly objects to the proposed development. 179 Charlestown Road is situated in a prominent position and acts as the gateway into Charlestown. The land upon which the proposed development is planned did not form part of the original curtilage of the property, is outside the Development Boundary and therefore should remain undeveloped. St Austell Bay Parish Council considers that the summerhouse is oversized and poses a risk of overlooking and noise nuisance to neighbours. As previously stated, this is outside the Development Boundary and there is no public gain to the development.

(iv) PA21/07953 – 181 Charlestown Road: Works to trees covered by a TPO namely Group (G1) – unmanaged group of trees and laurel shrubs – 1 Silver Birch, 1 Beech, 1 Lime and laurels – crown raise to 4m for access, to remove branches resting on the boundary fence and to be able to manage the ground around the trees

The Clerk was asked to contact the planning officer to seek a further explanation of why the works were necessary and the scope of the proposed work.

(b) Update on 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
It was noted that this application has now been withdrawn.

(c) St Austell Bay Neighbourhood Plan

It was noted that the Plan had been approved at referendum. Councillors wished their thanks to the Strategic Group and volunteers be formally minuted. The Clerk was asked to write to all the volunteers thanking them for their help.

(21/092) Consultation on the Regulation of Jet Skis

It was **RESOLVED** that the Clerk should respond to the Government's consultation with the following comments:

St Austell Bay Parish Council welcomes the opportunity to comment on proposals to strengthen enforcement of the dangerous use of recreation and personal watercraft.

There has been local comment on the increase in the use of jet skis (private watercraft – PWC) in the St Austell Bay area with potential for conflict with recreational swimmers, other boat users, fishing, mussel farming activities and wildlife. The local increase in use is on trend with the UK wide figures where you report approximately 14 – 16,000 PWC with about 1,200 new craft arriving each year.

Although in our experience the riding of PWC is, in most cases, conducted sensibly and safely, the number of serious incidents has been increasing and there have been incidents reported in St Austell Bay involving conflict between jet skis and swimmers.

Your consultation offers 4 options and Option 3 is our preference. Furthermore, we would like to suggest that it should be compulsory for PWC users to have adequate insurance. Safety of swimmers will only be achieved through clearly identifiable areas (a system of buoys) to separate PWC from less visible and vulnerable swimmers who share the same inshore water space. Finally, we believe that mandatory registration is essential to achieving the aim of safer operation of PWC.

(21/093) Cornwall AONB Unit: A Monumental Improvement

The parish council has been asked to provide a letter of support for the AONB's application to the National Lottery Heritage Project for grant funding. **It was RESOLVED that the Clerk should send such a letter, referring specifically to Black Head Fort.**

(21/094) South West Coast Path

The Clerk reported that all affected landowners have now agreed to the rollback and legal formalities are underway. It is not anticipated that the path will re-open until the new year due to weather constraints.

(21/095) Working Parties

(a) Traffic Working Party

- (i) Draft Terms of Reference had been previously circulated and were agreed.
- (ii) Meeting held on 15 October 2021

Cllr Bull reported on the first meeting of the working party, held on 15 October. Cllr Bull felt that this was a positive meeting. The first step is to gather information from individual areas. Rachael Tatlow indicated that it needs to be a parish-wide project and it is important that the group manages to engage with hard to reach citizens in the parish. Cllr Hallows is to compile a spreadsheet outlining individual issues within all four wards of the parish. Cllr Bull reported that it is likely to be a 2 year long process unless the parish council wishes to contribute some money towards improvements. Last year an outline plan was drawn up for Duporth Road and the parking issue in Porthpean Beach Road should be fairly simple to resolve as the temporary cones have proved helpful the last couple of summers. Cllr Bull stressed that residents will be involved in the process.

(b) History Working Party

The Charlestown History Group has had a revised quote of approximately £4,000 for a survey of South Polmeor Mine and have asked the parish council for a £1,000 contribution. The Chairman said that as the matter was not on the agenda, it will be discussed at next month's council meeting but in the meantime he pointed out that as it wasn't considered a priority by the Cornwall Buildings at Risk Group, the council would need a clear explanation of why the group would like to undertake the survey and an explanation of the benefit and who would benefit. A member of the public indicated that the History Group would be fundraising to help finance the survey.

(c) Environment and Climate Crisis Working Party

(i) It was **RESOLVED to allocate £250 towards the purchase of resources for the group. The Clerk suggested that a supply of high viz tabards printed with the parish council's name and Diggers and Doers would be a good idea as this would raise public awareness of the group.** Cllr Sue Leach offered to help the group should they wish to make any grant applications to outside bodies.

(ii) Cllr Bull reported on a meeting of the working party held on 12 December. There has been a good response to the recently distributed flyers and the group has started to clear brambles from the pavement hedge adjacent to the cemetery. It is hoped to plant daffodils in Crinnis Road next week. The group would like to use existing social media platforms to advertise their events. The group would like to sow some wild flower seeds, initially in Chandlers Walk as there is an area of community land there. A discussion took place around whether the group should have a separate budget but the Clerk pointed out that this would not be in accordance with the group's Terms of Reference. Money can be allocated by the parish council but expenditure needs to be approved by the council and orders placed through the Clerk. A full copy of the meeting notes is available on the council's website.

(13/096) Highways Matters

There were no highways matters to report.

(21/097) Financial Matters

(a) Grant Funding Request from Light up Charlestown

It was **RESOLVED to make a grant of £250 to Light up Charlestown for the purchase of additional Christmas lights.** It was noted that the Shipwreck Treasure Museum has offered to match fund any grant the parish council gives.

(b) It was noted that the Annual Audit has now been completed.

(c) Emergency repairs have been made to the front of the noticeboard outside Alan Leather's office under the Clerk's delegated powers and it was **RESOLVED to authorise this expenditure.**

(d) The Clerk reported that the perspex front cover of the noticeboard in Higher Porthpean has become opaque and it was **RESOLVED to authorise expenditure on replacing the cover.**

(e) Remembrance Day

It was **RESOLVED to purchase a wreath to be laid at the new memorial plaque at Higher Porthpean.**

(f) The current financial position was noted and the following payments for September and October were ratified.

SWW	Water for hall	£	27.50
SWW	Water for toilets	£	103.50
Lloyds Bank	Credit card - <i>see note</i>	£	158.61
BT	Telephone and internet	£	83.28
BT	Monthly mobile phone charges	£	24.00
SSE	1/4ly electricity bill for toilets	£	125.56
Information Commissioner's Office	Data Protection renewal fee	£	35.00
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PKF Littlejohn LLP	External Audit	£	360.00
Cornwall Council	Parish consultation printing and mailing charge	£	546.69
Staffing and oncosts	Various	£	2,564.73

*It was noted that credit card receipts were checked by Cllr Chatterjee on 20 October.

Cllr Bailey left the meeting at 6.55pm

(21/098) Meetings/Training Attended

24 September – The Clerk attended Legionella training

8 October – Cllr Chatterjee attended Heligan – Eden Multi Trails meeting. Cllr Chatterjee reported that the group is hoping to install e-bike charging points around Cornwall.

12 October – Environment and Climate Crisis Working Party

12 – 14 October – The Clerk attended the SLCC National Conference. The Clerk thanked the council for funding her attendance, which she found very beneficial. The Clerk reminded members not to use personal email accounts for parish council matters.

14 October – History Working Party

15 October – Traffic Working Party

(21/099) Correspondence

A list of correspondence had been previously circulated and in addition the following correspondence was received after publication of the agenda:

- Complaint about people walking dogs in the Regatta field – this will be raised at the next Regatta Working Party meeting
- Invitation to take part in the Cornwall AONB Monumental Improvement survey

(21/100) Dates for the Diary

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27 or 29 October – Diggers and Doers daffodil planting

4 November – Traffic Working Party

7 November – History Working Party Battery Recharge clearance work

9 November – Environment and Climate Crisis Working Party

11 November – St Austell and Mevagissey Community Network Panel meeting. The Clerk asked for volunteers to attend

16 November – Cllrs Bailey and Norris to attend Code of Conduct training

16 November – Diggers and Doers Coffee morning

(21/101) Dates of future Parish Council Meetings

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

The meeting closed at 7.00 pm

.....
Chairman

.....
Date

TO: Town & Parish Clerks in St Austell & Mevagissey Community Network

We wrote to you recently about the exciting People's Climate Festival for Mid Cornwall on 27 November in St Austell, at Cornwall College St Austell. The aim is to provide information and opportunity for people to engage with ways they can become more carbon neutral in a fun and interactive way. For those parish councils who have declared a climate emergency, the aim of this event is to support you in taking action to meet that priority. There is a graphic attached and a Facebook event page here <https://www.facebook.com/events/1383336978734711/?ref=newsfeed> – please do promote this far and wide.

The event will have stalls, films and speakers – something for everyone! We want people to be aware of the causes and impacts of the Climate Emergency, then to ask themselves:

1) What is my own carbon footprint and what can I change in my own daily life to reduce it? (e.g. home energy, travel, work, shopping)
2) Can I do anything in my local community or workplace? (e.g. setting up a car-share scheme)

3) How can I use my voice to push for change on a Cornwall-wide or nationwide scale? (e.g. responding to Council and Government consultations or writing letters to Councillors and MPs)

The themes of the events are:

- How we create and use energy
- How we enhance our environment
- How we reduce waste
- How we travel
- How we consume
- How we live
- How we work

This event was proposed and agreed by a joint meeting of Community Networks earlier this year. There is a working group planning this including Cornwall College St Austell, Three Bays Wildlife Trust, Plastic Free St Austell and a number of local climate action groups from the mid Cornwall area including St Austell, Pentewan Valley, St Austell Bay, Mevagissey and Lostwithiel.

We would like to request funding support of £50-100 each from parish councils in the mid Cornwall area (4 Community Networks) to help cover the costs of this event which are:

Venue hire - £764 (discounted by 20%)

Film licenses - £200

First aid cover - £200

Publicity - £200

Children's Entertainment - £250

Total - £1614

This is the bare minimum needed – if additional funds are available we will increase the publicity and entertainment budgets appropriately. The Carbon Neutral team have confirmed £1000 towards these costs but we still need additional funds to make the event a success.

We hope you will consider this request favourably – we are excited about the opportunities this presents for helping all our parishes become more carbon neutral by promoting low carbon choices and encouraging people to change their behaviour.

On behalf of the People Climate Festival working group

Helen Nicholson, Tasha Davis, Zoe Bernard-John, Caitlin Lord
Community Link Officers in mid Cornwall
Cornwall Council - Localism Service

Agenda Item 16(b)(i)

St Austell Bay Parish Council Climate *Crisis Action Plan* 2021

1. Introduction

In June 2019 (19/031) St Austell Bay Parish Council declared a Climate Emergency. *It is proposed to make the following changes to the 2019 plan.*

The Parish Council *will*:

- 1.1 *Endeavour* to make St Austell Bay Parish Council carbon neutral by 2030.
- 1.2 Call on Westminster and Cornwall Council to provide the powers and resources to make the 2030 target possible.
- 1.3 Work with partners and other government bodies to deliver this goal through all relevant strategic plans and to implement best practice methods to limit global warming to less than 1.5 degrees C.
- 1.4 *Regularly review and update the actions needed* to address this emergency.
- 1.5 *Consider* climate change *to be at the forefront of all decision making. All planning applications to be determined with regard to the policies contained the in St Austell Bay* Neighbourhood Plan, *particularly,* Renewable Energy and Climate Change, Natural Environment, Housing, Transport and Traffic and Business.

2. The Environment and Climate Crisis Action Group (ECCAG)

In July 2019 (19/055) St Austell Bay Parish Council resolved to set up a working party (Climate Change Project/Project 2020 Focus Group). *This group has been renamed as the Environment and Climate Crisis Action Group (ECCAG) and currently consists of* Cllrs Reynolds, *Bull and Chatterjee* together with Pat Smith. *The aim of the group is to steer* the Parish Council and community *towards reducing* their carbon footprint *and prioritise environmental and sustainable issues.*

3. Update

In order to deliver the resolutions of the Parish Council, the Council is asked to agree the following actions *updated from the 2019* St Austell Bay Climate Change Action Plan;

The Parish Council should:

- 3.1 *Use the Impact Community Carbon Calculator (Exeter University) to* measure and manage the carbon footprint of the Parish and Parish Council. St Austell Bay Parish Council will seek to benchmark current carbon output, *identify potential reductions* and track progress from this data.
- 3.2 Review its asset base in terms of direct and community assets including buildings and facilities and commit to minimising energy demand *in connection with these assets. Switch* to a *100%* renewable energy provider *when the current contract expires,* for any asset for which they are responsible that has a power or heat demand, i.e. Pattern Hall and Toilets.
- 3.3 Prioritise carbon reduction and climate change impact mitigation as an evaluation criterion for all future financial decision-making including contract award and future precept and other funding allocation determination.

3.4 Ensure that all the appropriate **policies** in the **St Austell Bay** Neighbourhood Plan **are used in determining planning applications.**

3.5 Work with other volunteer groups **to further the parish council's aims e.g. Diggers and Doers, Charlestown Chums, Charlestown History Group, Chandlers Walk Garden, Charlestown Regatta Committee and Carbon Action St Austell (CASA).**

3.6 Work with partners and other local stakeholders to ensure that public areas such as open spaces & play areas are more natural, needing less maintenance, and the maintenance of footpath and public areas balance the needs of habitat management, e.g. cut less grass & verges, rewild areas instead. This will reduce the need to mow (thereby reducing carbon emissions and cost) and will help support biodiversity, carbon sequestration and our struggling insect populations.

3.7 Review the use of weedkillers and other chemicals in green spaces, roadsides and pathways. Explore practical, natural methods of weed suppression or allow weeds to thrive and enjoy them - many are beautiful and important food for wildlife.

3.8 **Encourage tree planting to maximise** carbon capture.

3.9 Seek to use available green spaces for community growing projects.

3.10 Encourage the installation of bird, **bat** and insect boxes and **promote wildlife corridors.**

3.11 Explore energy use and alternatives - ground source heat pumps etc. Ensure renewable energy provision, high energy efficiency and community-led projects are prioritised **and supported. Wherever possible identify**, support or develop local clean energy projects, particularly community led, with funding or council backing which will deliver benefits for local parishioners. Promote the **installation of electrical vehicles charging points.**

3.12 **Aim to** provide support and educational information to parishioners to enable individual and group carbon reduction action. Promote carbon saving measures via the Parish Council website, **poster campaigns, appropriate social media** or by arranging advice **workshops/surgeries.**

3.13 Act as a voice for the community to raise concerns and to share lessons with higher levels of government. Communicate government consultations/legislation back to the community.

3.14 Encourage and promote the use of recycling facilities, such as at the Pattern Hall (Batteries, printer cartridges etc), Litter picks and Beach Cleans etc.

3.15 Encourage and promote the installation of LED/low energy light bulbs in the Pattern Hall and Toilets.

3.16 **Strive to use** LOAF **products** (Local, organic, animal friendly, fairly traded). Use recycled paper and environmentally friendly cleaning products.

3.17 Show corporate and individual leadership to reduce our carbon footprint.

3.18 Actively review the above actions, together with the actions in Climate Change! What can your Council Do? (Previously circulated, but copies will be available at the meeting)

Agenda Item 21 - Correspondence received since the last meeting

- Cornwall Council's Town and Parish Council newsletters
- Let's Talk Rubbish – Invitation to take part in a survey from Clean Cornwall
- Invitation to attend Cornwall Council planning training
- Prosperous Cornwall 2050 – an invitation to take part in a survey from Cornwall Council
- Details of Eden's Festival of Discovery
- Notification that Cornwall Council's Climate Emergency DPD is now ready for submission for independent examination in public
-

Dear Councillor

You are summoned to attend a **Meeting of St Austell Bay Parish Council** to be held on **Thursday 18 November 2021** at **6.00 pm** in **The Pattern Hall, Charlestown Road.**

Julie Larter

Julie Larter
Clerk
11 November 2021

07873 383400
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 21 October 2021

Pages 4-9

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

(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 applications and any planning applications received after publication of this agenda:

(i) PA21/08772 – Land NE of St Levan's Church, Porthpean:
Construction of a 3/4 bedroom house on domestic recreation land

(ii) PA21/10976 – 5 Garden Walk: Cutting back of Horse Chestnut tree

(b) To note the situation regarding the following planning applications:

(i) PA20/09731 – 4 Garden Walk, Duporth: Construction of single storey extension with new sun terrace above and alterations to existing property *(revised plans)*

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

9. Neighbourhood Plan

To note that the Strategic Group has now been disbanded and to authorise expenditure on printing hard copies of the Plan

10. People's Climate Festival

To consider a request from Cornwall Council for a donation towards the cost of the event

Page 10

11. South West Coast Path Closure

To note the current situation

12. Porthpean Beach

To consider undertaking work to tidy up an area at the rear of

13. Queens Platinum Jubilee

To consider how to celebrate the jubilee

14. Defibrillator

To ratify discussions held in 2016 and 2017 to fund the annual maintenance charge for a public access defibrillator on the Duporth estate

15. Working Parties

(a) Traffic Working Party

*To note membership of the group and discuss the outcome of a meeting held on 4 November and to action accordingly
(Cllr Bull)*

(b) Environment and Climate Crisis Working Party

(i) To consider adopting amendments to the Climate Emergency Action Plan

*(ii) To receive a verbal report of a meeting held on 2 November
(Cllr Reynolds)*

Pages 11 -13

(c) Regatta Working Party

*To receive a verbal report of a meeting held on 26 October
(Clerk)*

16. Highways Matters

To note any concerns

17. Financial Matters

(a) To consider a draft budget for 2022/23 and determine the amount of precept required

Appendix (i)

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

Appendix (ii)

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 12

20. Dates for the Diary

To note any forthcoming dates for members' diaries

21. Dates of future Parish Council Meetings

16 December, 20 January, 17 February, 17 March, 21 April

MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 21 October 2021 at 6.00pm in The Pattern Hall

Present: Cllrs Bill Leach (Chairman), Sue Leach, Nick Foster, Nigel Chatterjee, Jackie Bull, Mike Norris, Sandie Bailey

In attendance: Cllr James Mustoe CC; 6 members of the public.

(21/084) Apologies for Absence

Apologies were received from Cllrs Reynolds and Hallows.

(21/085) Minutes of a Meeting of the Parish Council held on 9 September 2021

It was **RESOLVED** that the minutes of a Meeting of the Parish Council held on 9 September 2021 be signed as an accurate record of the meeting.

(21/086) Matters to Note

The Clerk reported that Helen Nicholson, Cornwall Council's Community Link Officer as moved areas and the new CLO is Caitlin Lord. The Clerk was asked to write to Ms Nicholson thanking her for all her help in the past, particularly in the early stages of the neighbourhood plan and for her help during the Covid crisis.

The Council's application for a Landmark Tree has been successful and it had previously been agreed that this will be planted in the Regatta field. The Council has authorised the purchase of 2 additional trees, one for each ward. Cllr Reynolds has suggested that the Porthpean and Trenarren tree is planted at Carrickowel Point and asked for suggested locations in Duporth.

(21/087) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(21/088) Chairman's Announcements

The Chairman apologised for bringing the time of the meeting forward.

The Chairman said how impressed he was with the development at the old coal yard. However he mentioned that he had been driving along Charlestown Road and a pedestrian stepped off one of the paths to the rear of the cottages straight onto the road. He had been of the view that there was going to be a path inside the wall running parallel to the road, with just one exit onto Charlestown Road instead of individual exits. The Clerk was asked to check the plans.

The Chairman said that Cormac have set up a storage compound in the Regatta field in connection with the east cliff reparation works.

(21/089) Cornwall Councillor's Report

Cllr Mustoe said that he is pleased to be working with the parish council and Cormac regarding traffic and parking issues across the parish. He has met with residents from Quay Road to discuss parking and planning issues. Cllr Mustoe reported that he led a campaign at County Hall to have the affordability assessment fee for people purchasing affordable homes removed, and he was delighted that this has now happened. The Chairman thanked Cllr Mustoe for championing this important issue. Cllr Mustoe's full report is available on the parish council website.

(21/090) Public Participation

A member of the public expressed concern about planning application PA21/07841 relating to 179 Charlestown Road. The member of the public commented that in his opinion some of the information contained within the planning application was incorrect – the old orchard has not always been part of 179 and he did not wish to see any development on the site. The member of the public was concerned that there were no plans showing the proposed elevations contained in the application.

(21/091) Planning Applications and Related Matters

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

The Chairman and Cllrs Leach and Foster attended a site meeting and said that the amended plans still gave cause for concern. It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) stating that the parish council objects to the proposal on the grounds of sight lines, general bulk and lack of neighbour amenity caused by overlooking and noise.**

(ii) PA21/07474 – Polmear Farm, 32 Quay Road: Conversion of existing garages to form ancillary self-contained accommodation to Polmear Farm

It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) stating that the parish council has no objections to the proposal.**

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

It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) with the following comment:**

The parish council strongly objects to the proposed development. 179 Charlestown Road is situated in a prominent position and acts as the gateway into Charlestown. The land upon which the proposed development is planned did not form part of the original curtilage of the property, is outside the Development Boundary and therefore should remain undeveloped. St Austell Bay Parish Council considers that the summerhouse is oversized and poses a risk of overlooking and noise nuisance to neighbours. As previously stated, this is outside the Development Boundary and there is no public gain to the development.

(iv) PA21/07953 – 181 Charlestown Road: Works to trees covered by a TPO namely Group (G1) – unmanaged group of trees and laurel shrubs – 1 Silver Birch, 1 Beech, 1 Lime and laurels – crown raise to 4m for access, to remove branches resting on the boundary fence and to be able to manage the ground around the trees

The Clerk was asked to contact the planning officer to seek a further explanation of why the works were necessary and the scope of the proposed work.

(b) Update on 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
It was noted that this application has now been withdrawn.

(c) St Austell Bay Neighbourhood Plan

It was noted that the Plan had been approved at referendum. Councillors wished their thanks to the Strategic Group and volunteers be formally minuted. The Clerk was asked to write to all the volunteers thanking them for their help.

(21/092) Consultation on the Regulation of Jet Skis

It was **RESOLVED** that the Clerk should respond to the Government's consultation with the following comments:

St Austell Bay Parish Council welcomes the opportunity to comment on proposals to strengthen enforcement of the dangerous use of recreation and personal watercraft.

There has been local comment on the increase in the use of jet skis (private watercraft – PWC) in the St Austell Bay area with potential for conflict with recreational swimmers, other boat users, fishing, mussel farming activities and wildlife. The local increase in use is on trend with the UK wide figures where you report approximately 14 – 16,000 PWC with about 1,200 new craft arriving each year.

Although in our experience the riding of PWC is, in most cases, conducted sensibly and safely, the number of serious incidents has been increasing and there have been incidents reported in St Austell Bay involving conflict between jet skis and swimmers.

Your consultation offers 4 options and Option 3 is our preference. Furthermore, we would like to suggest that it should be compulsory for PWC users to have adequate insurance. Safety of swimmers will only be achieved through clearly identifiable areas (a system of buoys) to separate PWC from less visible and vulnerable swimmers who share the same inshore water space. Finally, we believe that mandatory registration is essential to achieving the aim of safer operation of PWC.

(21/093) Cornwall AONB Unit: A Monumental Improvement

The parish council has been asked to provide a letter of support for the AONB's application to the National Lottery Heritage Project for grant funding. **It was RESOLVED that the Clerk should send such a letter, referring specifically to Black Head Fort.**

(21/094) South West Coast Path

The Clerk reported that all affected landowners have now agreed to the rollback and legal formalities are underway. It is not anticipated that the path will re-open until the new year due to weather constraints.

(21/095) Working Parties

(a) Traffic Working Party

- (i) Draft Terms of Reference had been previously circulated and were agreed.
- (ii) Meeting held on 15 October 2021

Cllr Bull reported on the first meeting of the working party, held on 15 October. Cllr Bull felt that this was a positive meeting. The first step is to gather information from individual areas. Rachael Tatlow indicated that it needs to be a parish-wide project and it is important that the group manages to engage with hard to reach citizens in the parish. Cllr Hallows is to compile a spreadsheet outlining individual issues within all four wards of the parish. Cllr Bull reported that it is likely to be a 2 year long process unless the parish council wishes to contribute some money towards improvements. Last year an outline plan was drawn up for Duporth Road and the parking issue in Porthpean Beach Road should be fairly simple to resolve as the temporary cones have proved helpful the last couple of summers. Cllr Bull stressed that residents will be involved in the process.

(b) History Working Party

The Charlestown History Group has had a revised quote of approximately £4,000 for a survey of South Polmeor Mine and have asked the parish council for a £1,000 contribution. The Chairman said that as the matter was not on the agenda, it will be discussed at next month's council meeting but in the meantime he pointed out that as it wasn't considered a priority by the Cornwall Buildings at Risk Group, the council would need a clear explanation of why the group would like to undertake the survey and an explanation of the benefit and who would benefit. A member of the public indicated that the History Group would be fundraising to help finance the survey.

(c) Environment and Climate Crisis Working Party

(i) It was **RESOLVED to allocate £250 towards the purchase of resources for the group. The Clerk suggested that a supply of high viz tabards printed with the parish council's name and Diggers and Doers would be a good idea as this would raise public awareness of the group.** Cllr Sue Leach offered to help the group should they wish to make any grant applications to outside bodies.

(ii) Cllr Bull reported on a meeting of the working party held on 12 December. There has been a good response to the recently distributed flyers and the group has started to clear brambles from the pavement hedge adjacent to the cemetery. It is hoped to plant daffodils in Crinnis Road next week. The group would like to use existing social media platforms to advertise their events. The group would like to sow some wild flower seeds, initially in Chandlers Walk as there is an area of community land there. A discussion took place around whether the group should have a separate budget but the Clerk pointed out that this would not be in accordance with the group's Terms of Reference. Money can be allocated by the parish council but expenditure needs to be approved by the council and orders placed through the Clerk. A full copy of the meeting notes is available on the council's website.

(13/096) Highways Matters

There were no highways matters to report.

(21/097) Financial Matters

(a) Grant Funding Request from Light up Charlestown

It was **RESOLVED to make a grant of £250 to Light up Charlestown for the purchase of additional Christmas lights.** It was noted that the Shipwreck Treasure Museum has offered to match fund any grant the parish council gives.

(b) It was noted that the Annual Audit has now been completed.

(c) Emergency repairs have been made to the front of the noticeboard outside Alan Leather's office under the Clerk's delegated powers and it was **RESOLVED to authorise this expenditure.**

(d) The Clerk reported that the perspex front cover of the noticeboard in Higher Porthpean has become opaque and it was **RESOLVED to authorise expenditure on replacing the cover.**

(e) Remembrance Day

It was **RESOLVED to purchase a wreath to be laid at the new memorial plaque at Higher Porthpean.**

(f) The current financial position was noted and the following payments for September and October were ratified.

SWW	Water for hall	£	27.50
SWW	Water for toilets	£	103.50
Lloyds Bank	Credit card - <i>see note</i>	£	158.61
BT	Telephone and internet	£	83.28
BT	Monthly mobile phone charges	£	24.00
SSE	1/4ly electricity bill for toilets	£	125.56
Information Commissioner's Office	Data Protection renewal fee	£	35.00
Cornwall Waste Solutions Ltd	Waste collection	£	79.20
Vision ICT	Website hosting Sept 21 - Aug 22	£	240.00
Royal Mail	Reply Paid service (parish consultation)	£	76.75
Lyreco	Toilet rolls and cleaning rolls	£	169.43
Lyreco	Toilet Rolls and blue tac	£	57.22
S Leach	Timer for meetings	£	5.99
SLCC Enterprises	Legionella Training	£	60.00
Argos Fire Protection	Fire extinguisher annual service	£	101.64
	Fire alarm testing and annual service -		
Fowey Systems	Pattern Hall	£	120.00
Staffing and oncosts	Staffing and oncosts	£	£2,639.91
Blenheims Estate & Asset Management	Foundry Parc amenity charge	£	21.11
SWW	Water for hall	£	27.50
SWW	Water for toilets	£	103.50
Lloyds Bank	Credit card - <i>see note</i>	£	159.04
BT	Telephone and internet	£	83.28
BT	Monthly mobile phone charges	£	24.00
Fintec	Quarterly lease on photocopier	£	136.91
ITEC	Photocopy charges Aug - Sept	£	32.90
ITEC	Photocopy charges Sept - Oct	£	10.81
	Replacement front for noticeboard in		
Cornwall Signs	Charlestown Road	£	138.00
Lyreco	Toilet rolls and printer paper	£	172.79
Lyreco	Toilet rolls and diaries	£	133.14
Cornwall Waste Solutions	Refuse collection	£	79.20
Vision ICT	Biennial renewal fee for gov.uk domain	£	78.00
Complete Weed Control	Pavement weed spraying	£	252.00
PKF Littlejohn LLP	External Audit	£	360.00
	Parish consultation printing and mailing		
Cornwall Council	charge	£	546.69
Staffing and oncosts	Various	£	2,564.73

*It was noted that credit card receipts were checked by Cllr Chatterjee on 20 October.

Cllr Bailey left the meeting at 6.55pm

(21/098) Meetings/Training Attended

24 September – The Clerk attended Legionella training

8 October – Cllr Chatterjee attended Heligan – Eden Multi Trails meeting. Cllr Chatterjee reported that the group is hoping to install e-bike charging points around Cornwall.

12 October – Environment and Climate Crisis Working Party

12 – 14 October – The Clerk attended the SLCC National Conference. The Clerk thanked the council for funding her attendance, which she found very beneficial. The Clerk reminded members not to use personal email accounts for parish council matters.

14 October – History Working Party

15 October – Traffic Working Party

(21/099) Correspondence

A list of correspondence had been previously circulated and in addition the following correspondence was received after publication of the agenda:

- Complaint about people walking dogs in the Regatta field – this will be raised at the next Regatta Working Party meeting
- Invitation to take part in the Cornwall AONB Monumental Improvement survey

(21/100) Dates for the Diary

26 October – Regatta Working Party

27 or 29 October – Diggers and Doers daffodil planting

4 November – Traffic Working Party

7 November – History Working Party Battery Recharge clearance work

9 November – Environment and Climate Crisis Working Party

11 November – St Austell and Mevagissey Community Network Panel meeting. The Clerk asked for volunteers to attend

16 November – Cllrs Bailey and Norris to attend Code of Conduct training

16 November – Diggers and Doers Coffee morning

(21/101) Dates of future Parish Council Meetings

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

The meeting closed at 7.00 pm

.....
Chairman

.....
Date

TO: Town & Parish Clerks in St Austell & Mevagissey Community Network

We wrote to you recently about the exciting People's Climate Festival for Mid Cornwall on 27 November in St Austell, at Cornwall College St Austell. The aim is to provide information and opportunity for people to engage with ways they can become more carbon neutral in a fun and interactive way. For those parish councils who have declared a climate emergency, the aim of this event is to support you in taking action to meet that priority. There is a graphic attached and a Facebook event page here <https://www.facebook.com/events/1383336978734711/?ref=newsfeed> – please do promote this far and wide.

The event will have stalls, films and speakers – something for everyone! We want people to be aware of the causes and impacts of the Climate Emergency, then to ask themselves:

1) What is my own carbon footprint and what can I change in my own daily life to reduce it? (e.g. home energy, travel, work, shopping)
2) Can I do anything in my local community or workplace? (e.g. setting up a car-share scheme)

3) How can I use my voice to push for change on a Cornwall-wide or nationwide scale? (e.g. responding to Council and Government consultations or writing letters to Councillors and MPs)

The themes of the events are:

- How we create and use energy
- How we enhance our environment
- How we reduce waste
- How we travel
- How we consume
- How we live
- How we work

This event was proposed and agreed by a joint meeting of Community Networks earlier this year. There is a working group planning this including Cornwall College St Austell, Three Bays Wildlife Trust, Plastic Free St Austell and a number of local climate action groups from the mid Cornwall area including St Austell, Pentewan Valley, St Austell Bay, Mevagissey and Lostwithiel.

We would like to request funding support of £50-100 each from parish councils in the mid Cornwall area (4 Community Networks) to help cover the costs of this event which are:

Venue hire - £764 (discounted by 20%)

Film licenses - £200

First aid cover - £200

Publicity - £200

Children's Entertainment - £250

Total - £1614

This is the bare minimum needed – if additional funds are available we will increase the publicity and entertainment budgets appropriately. The Carbon Neutral team have confirmed £1000 towards these costs but we still need additional funds to make the event a success.

We hope you will consider this request favourably – we are excited about the opportunities this presents for helping all our parishes become more carbon neutral by promoting low carbon choices and encouraging people to change their behaviour.

On behalf of the People Climate Festival working group

Helen Nicholson, Tasha Davis, Zoe Bernard-John, Caitlin Lord
Community Link Officers in mid Cornwall
Cornwall Council - Localism Service

Agenda Item 16(b)(i)

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3. Update

In order to deliver the resolutions of the Parish Council, the Council is asked to agree the following actions *updated from the 2019* St Austell Bay Climate Change Action Plan;

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3.5 Work with other volunteer groups **to further the parish council's aims e.g. Diggers and Doers, Charlestown Chums, Charlestown History Group, Chandlers Walk Garden, Charlestown Regatta Committee and Carbon Action St Austell (CASA).**

3.6 Work with partners and other local stakeholders to ensure that public areas such as open spaces & play areas are more natural, needing less maintenance, and the maintenance of footpath and public areas balance the needs of habitat management, e.g. cut less grass & verges, rewild areas instead. This will reduce the need to mow (thereby reducing carbon emissions and cost) and will help support biodiversity, carbon sequestration and our struggling insect populations.

3.7 Review the use of weedkillers and other chemicals in green spaces, roadsides and pathways. Explore practical, natural methods of weed suppression or allow weeds to thrive and enjoy them - many are beautiful and important food for wildlife.

3.8 **Encourage tree planting to maximise** carbon capture.

3.9 Seek to use available green spaces for community growing projects.

3.10 Encourage the installation of bird, **bat** and insect boxes and **promote wildlife corridors.**

3.11 Explore energy use and alternatives - ground source heat pumps etc. Ensure renewable energy provision, high energy efficiency and community-led projects are prioritised **and supported. Wherever possible identify**, support or develop local clean energy projects, particularly community led, with funding or council backing which will deliver benefits for local parishioners. Promote the **installation of electrical vehicles charging points.**

3.12 **Aim to** provide support and educational information to parishioners to enable individual and group carbon reduction action. Promote carbon saving measures via the Parish Council website, **poster campaigns, appropriate social media** or by arranging advice **workshops/surgeries.**

3.13 Act as a voice for the community to raise concerns and to share lessons with higher levels of government. Communicate government consultations/legislation back to the community.

3.14 Encourage and promote the use of recycling facilities, such as at the Pattern Hall (Batteries, printer cartridges etc), Litter picks and Beach Cleans etc.

3.15 Encourage and promote the installation of LED/low energy light bulbs in the Pattern Hall and Toilets.

3.16 **Strive to use** LOAF **products** (Local, organic, animal friendly, fairly traded). Use recycled paper and environmentally friendly cleaning products.

3.17 Show corporate and individual leadership to reduce our carbon footprint.

3.18 Actively review the above actions, together with the actions in Climate Change! What can your Council Do? (Previously circulated, but copies will be available at the meeting)

Agenda Item 21 - Correspondence received since the last meeting

- Cornwall Council's Town and Parish Council newsletters
- Let's Talk Rubbish – Invitation to take part in a survey from Clean Cornwall
- Invitation to attend Cornwall Council planning training
- Prosperous Cornwall 2050 – an invitation to take part in a survey from Cornwall Council
- Details of Eden's Festival of Discovery
- Notification that Cornwall Council's Climate Emergency DPD is now ready for submission for independent examination in public
-

Dear Councillor

You are summoned to attend a **Meeting of St Austell Bay Parish Council** to be held on **Thursday 18 November 2021** at **6.00 pm** in **The Pattern Hall, Charlestown Road.**

Julie Larter

Julie Larter
Clerk
11 November 2021

07873 383400
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 21 October 2021

Pages 4-9

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.

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(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. 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 applications and any planning applications received after publication of this agenda:

(i) PA21/08772 – Land NE of St Levan's Church, Porthpean:
Construction of a 3/4 bedroom house on domestic recreation land

(ii) PA21/10976 – 5 Garden Walk: Cutting back of Horse Chestnut tree

(b) To note the situation regarding the following planning applications:

(i) PA20/09731 – 4 Garden Walk, Duporth: Construction of single storey extension with new sun terrace above and alterations to existing property *(revised plans)*

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

9. Neighbourhood Plan

To note that the Strategic Group has now been disbanded and to authorise expenditure on printing hard copies of the Plan

10. People's Climate Festival

To consider a request from Cornwall Council for a donation towards the cost of the event

Page 10

11. South West Coast Path Closure

To note the current situation

12. Porthpean Beach

To consider undertaking work to tidy up an area at the rear of

13. Queens Platinum Jubilee

To consider how to celebrate the jubilee

14. Defibrillator

To ratify discussions held in 2016 and 2017 to fund the annual maintenance charge for a public access defibrillator on the Duporth estate

15. Working Parties

(a) Traffic Working Party

*To note membership of the group and discuss the outcome of a meeting held on 4 November and to action accordingly
(Cllr Bull)*

(b) Environment and Climate Crisis Working Party

(i) To consider adopting amendments to the Climate Emergency Action Plan

*(ii) To receive a verbal report of a meeting held on 2 November
(Cllr Reynolds)*

Pages 11 -13

(c) Regatta Working Party

*To receive a verbal report of a meeting held on 26 October
(Clerk)*

16. Highways Matters

To note any concerns

17. Financial Matters

(a) To consider a draft budget for 2022/23 and determine the amount of precept required

Appendix (i)

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

Appendix (ii)

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 12

20. Dates for the Diary

To note any forthcoming dates for members' diaries

21. Dates of future Parish Council Meetings

16 December, 20 January, 17 February, 17 March, 21 April

MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 21 October 2021 at 6.00pm in The Pattern Hall

Present: Cllrs Bill Leach (Chairman), Sue Leach, Nick Foster, Nigel Chatterjee, Jackie Bull, Mike Norris, Sandie Bailey

In attendance: Cllr James Mustoe CC; 6 members of the public.

(21/084) Apologies for Absence

Apologies were received from Cllrs Reynolds and Hallows.

(21/085) Minutes of a Meeting of the Parish Council held on 9 September 2021

It was **RESOLVED** that the minutes of a Meeting of the Parish Council held on 9 September 2021 be signed as an accurate record of the meeting.

(21/086) Matters to Note

The Clerk reported that Helen Nicholson, Cornwall Council's Community Link Officer as moved areas and the new CLO is Caitlin Lord. The Clerk was asked to write to Ms Nicholson thanking her for all her help in the past, particularly in the early stages of the neighbourhood plan and for her help during the Covid crisis.

The Council's application for a Landmark Tree has been successful and it had previously been agreed that this will be planted in the Regatta field. The Council has authorised the purchase of 2 additional trees, one for each ward. Cllr Reynolds has suggested that the Porthpean and Trenarren tree is planted at Carrickowel Point and asked for suggested locations in Duporth.

(21/087) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(21/088) Chairman's Announcements

The Chairman apologised for bringing the time of the meeting forward.

The Chairman said how impressed he was with the development at the old coal yard. However he mentioned that he had been driving along Charlestown Road and a pedestrian stepped off one of the paths to the rear of the cottages straight onto the road. He had been of the view that there was going to be a path inside the wall running parallel to the road, with just one exit onto Charlestown Road instead of individual exits. The Clerk was asked to check the plans.

The Chairman said that Cormac have set up a storage compound in the Regatta field in connection with the east cliff reparation works.

(21/089) Cornwall Councillor's Report

Cllr Mustoe said that he is pleased to be working with the parish council and Cormac regarding traffic and parking issues across the parish. He has met with residents from Quay Road to discuss parking and planning issues. Cllr Mustoe reported that he led a campaign at County Hall to have the affordability assessment fee for people purchasing affordable homes removed, and he was delighted that this has now happened. The Chairman thanked Cllr Mustoe for championing this important issue. Cllr Mustoe's full report is available on the parish council website.

(21/090) Public Participation

A member of the public expressed concern about planning application PA21/07841 relating to 179 Charlestown Road. The member of the public commented that in his opinion some of the information contained within the planning application was incorrect – the old orchard has not always been part of 179 and he did not wish to see any development on the site. The member of the public was concerned that there were no plans showing the proposed elevations contained in the application.

(21/091) Planning Applications and Related Matters

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

The Chairman and Cllrs Leach and Foster attended a site meeting and said that the amended plans still gave cause for concern. It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) stating that the parish council objects to the proposal on the grounds of sight lines, general bulk and lack of neighbour amenity caused by overlooking and noise.**

(ii) PA21/07474 – Polmear Farm, 32 Quay Road: Conversion of existing garages to form ancillary self-contained accommodation to Polmear Farm

It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) stating that the parish council has no objections to the proposal.**

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

It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) with the following comment:**

The parish council strongly objects to the proposed development. 179 Charlestown Road is situated in a prominent position and acts as the gateway into Charlestown. The land upon which the proposed development is planned did not form part of the original curtilage of the property, is outside the Development Boundary and therefore should remain undeveloped. St Austell Bay Parish Council considers that the summerhouse is oversized and poses a risk of overlooking and noise nuisance to neighbours. As previously stated, this is outside the Development Boundary and there is no public gain to the development.

(iv) PA21/07953 – 181 Charlestown Road: Works to trees covered by a TPO namely Group (G1) – unmanaged group of trees and laurel shrubs – 1 Silver Birch, 1 Beech, 1 Lime and laurels – crown raise to 4m for access, to remove branches resting on the boundary fence and to be able to manage the ground around the trees

The Clerk was asked to contact the planning officer to seek a further explanation of why the works were necessary and the scope of the proposed work.

(b) Update on 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
It was noted that this application has now been withdrawn.

(c) St Austell Bay Neighbourhood Plan

It was noted that the Plan had been approved at referendum. Councillors wished their thanks to the Strategic Group and volunteers be formally minuted. The Clerk was asked to write to all the volunteers thanking them for their help.

(21/092) Consultation on the Regulation of Jet Skis

It was **RESOLVED** that the Clerk should respond to the Government's consultation with the following comments:

St Austell Bay Parish Council welcomes the opportunity to comment on proposals to strengthen enforcement of the dangerous use of recreation and personal watercraft.

There has been local comment on the increase in the use of jet skis (private watercraft – PWC) in the St Austell Bay area with potential for conflict with recreational swimmers, other boat users, fishing, mussel farming activities and wildlife. The local increase in use is on trend with the UK wide figures where you report approximately 14 – 16,000 PWC with about 1,200 new craft arriving each year.

Although in our experience the riding of PWC is, in most cases, conducted sensibly and safely, the number of serious incidents has been increasing and there have been incidents reported in St Austell Bay involving conflict between jet skis and swimmers.

Your consultation offers 4 options and Option 3 is our preference. Furthermore, we would like to suggest that it should be compulsory for PWC users to have adequate insurance. Safety of swimmers will only be achieved through clearly identifiable areas (a system of buoys) to separate PWC from less visible and vulnerable swimmers who share the same inshore water space. Finally, we believe that mandatory registration is essential to achieving the aim of safer operation of PWC.

(21/093) Cornwall AONB Unit: A Monumental Improvement

The parish council has been asked to provide a letter of support for the AONB's application to the National Lottery Heritage Project for grant funding. **It was RESOLVED that the Clerk should send such a letter, referring specifically to Black Head Fort.**

(21/094) South West Coast Path

The Clerk reported that all affected landowners have now agreed to the rollback and legal formalities are underway. It is not anticipated that the path will re-open until the new year due to weather constraints.

(21/095) Working Parties

(a) Traffic Working Party

- (i) Draft Terms of Reference had been previously circulated and were agreed.
- (ii) Meeting held on 15 October 2021

Cllr Bull reported on the first meeting of the working party, held on 15 October. Cllr Bull felt that this was a positive meeting. The first step is to gather information from individual areas. Rachael Tatlow indicated that it needs to be a parish-wide project and it is important that the group manages to engage with hard to reach citizens in the parish. Cllr Hallows is to compile a spreadsheet outlining individual issues within all four wards of the parish. Cllr Bull reported that it is likely to be a 2 year long process unless the parish council wishes to contribute some money towards improvements. Last year an outline plan was drawn up for Duporth Road and the parking issue in Porthpean Beach Road should be fairly simple to resolve as the temporary cones have proved helpful the last couple of summers. Cllr Bull stressed that residents will be involved in the process.

(b) History Working Party

The Charlestown History Group has had a revised quote of approximately £4,000 for a survey of South Polmeor Mine and have asked the parish council for a £1,000 contribution. The Chairman said that as the matter was not on the agenda, it will be discussed at next month's council meeting but in the meantime he pointed out that as it wasn't considered a priority by the Cornwall Buildings at Risk Group, the council would need a clear explanation of why the group would like to undertake the survey and an explanation of the benefit and who would benefit. A member of the public indicated that the History Group would be fundraising to help finance the survey.

(c) Environment and Climate Crisis Working Party

(i) It was **RESOLVED to allocate £250 towards the purchase of resources for the group. The Clerk suggested that a supply of high viz tabards printed with the parish council's name and Diggers and Doers would be a good idea as this would raise public awareness of the group.** Cllr Sue Leach offered to help the group should they wish to make any grant applications to outside bodies.

(ii) Cllr Bull reported on a meeting of the working party held on 12 December. There has been a good response to the recently distributed flyers and the group has started to clear brambles from the pavement hedge adjacent to the cemetery. It is hoped to plant daffodils in Crinnis Road next week. The group would like to use existing social media platforms to advertise their events. The group would like to sow some wild flower seeds, initially in Chandlers Walk as there is an area of community land there. A discussion took place around whether the group should have a separate budget but the Clerk pointed out that this would not be in accordance with the group's Terms of Reference. Money can be allocated by the parish council but expenditure needs to be approved by the council and orders placed through the Clerk. A full copy of the meeting notes is available on the council's website.

(13/096) Highways Matters

There were no highways matters to report.

(21/097) Financial Matters

(a) Grant Funding Request from Light up Charlestown

It was **RESOLVED to make a grant of £250 to Light up Charlestown for the purchase of additional Christmas lights.** It was noted that the Shipwreck Treasure Museum has offered to match fund any grant the parish council gives.

(b) It was noted that the Annual Audit has now been completed.

(c) Emergency repairs have been made to the front of the noticeboard outside Alan Leather's office under the Clerk's delegated powers and it was **RESOLVED to authorise this expenditure.**

(d) The Clerk reported that the perspex front cover of the noticeboard in Higher Porthpean has become opaque and it was **RESOLVED to authorise expenditure on replacing the cover.**

(e) Remembrance Day

It was **RESOLVED to purchase a wreath to be laid at the new memorial plaque at Higher Porthpean.**

(f) The current financial position was noted and the following payments for September and October were ratified.

SWW	Water for hall	£	27.50
SWW	Water for toilets	£	103.50
Lloyds Bank	Credit card - <i>see note</i>	£	158.61
BT	Telephone and internet	£	83.28
BT	Monthly mobile phone charges	£	24.00
SSE	1/4ly electricity bill for toilets	£	125.56
Information Commissioner's Office	Data Protection renewal fee	£	35.00
Cornwall Waste Solutions Ltd	Waste collection	£	79.20
Vision ICT	Website hosting Sept 21 - Aug 22	£	240.00
Royal Mail	Reply Paid service (parish consultation)	£	76.75
Lyreco	Toilet rolls and cleaning rolls	£	169.43
Lyreco	Toilet Rolls and blue tac	£	57.22
S Leach	Timer for meetings	£	5.99
SLCC Enterprises	Legionella Training	£	60.00
Argos Fire Protection	Fire extinguisher annual service	£	101.64
Fowey Systems	Fire alarm testing and annual service - Pattern Hall	£	120.00
Staffing and oncosts	Staffing and oncosts	£	£2,639.91
Blenheims Estate & Asset Management	Foundry Parc amenity charge	£	21.11
SWW	Water for hall	£	27.50
SWW	Water for toilets	£	103.50
Lloyds Bank	Credit card - <i>see note</i>	£	159.04
BT	Telephone and internet	£	83.28
BT	Monthly mobile phone charges	£	24.00
Fintec	Quarterly lease on photocopier	£	136.91
ITEC	Photocopy charges Aug - Sept	£	32.90
ITEC	Photocopy charges Sept - Oct	£	10.81
Cornwall Signs	Replacement front for noticeboard in Charlestown Road	£	138.00
Lyreco	Toilet rolls and printer paper	£	172.79
Lyreco	Toilet rolls and diaries	£	133.14
Cornwall Waste Solutions	Refuse collection	£	79.20
Vision ICT	Biennial renewal fee for gov.uk domain	£	78.00
Complete Weed Control	Pavement weed spraying	£	252.00
PKF Littlejohn LLP	External Audit	£	360.00
Cornwall Council	Parish consultation printing and mailing charge	£	546.69
Staffing and oncosts	Various	£	2,564.73

*It was noted that credit card receipts were checked by Cllr Chatterjee on 20 October.

Cllr Bailey left the meeting at 6.55pm

(21/098) Meetings/Training Attended

24 September – The Clerk attended Legionella training

8 October – Cllr Chatterjee attended Heligan – Eden Multi Trails meeting. Cllr Chatterjee reported that the group is hoping to install e-bike charging points around Cornwall.

12 October – Environment and Climate Crisis Working Party

12 – 14 October – The Clerk attended the SLCC National Conference. The Clerk thanked the council for funding her attendance, which she found very beneficial. The Clerk reminded members not to use personal email accounts for parish council matters.

14 October – History Working Party

15 October – Traffic Working Party

(21/099) Correspondence

A list of correspondence had been previously circulated and in addition the following correspondence was received after publication of the agenda:

- Complaint about people walking dogs in the Regatta field – this will be raised at the next Regatta Working Party meeting
- Invitation to take part in the Cornwall AONB Monumental Improvement survey

(21/100) Dates for the Diary

26 October – Regatta Working Party

27 or 29 October – Diggers and Doers daffodil planting

4 November – Traffic Working Party

7 November – History Working Party Battery Recharge clearance work

9 November – Environment and Climate Crisis Working Party

11 November – St Austell and Mevagissey Community Network Panel meeting. The Clerk asked for volunteers to attend

16 November – Cllrs Bailey and Norris to attend Code of Conduct training

16 November – Diggers and Doers Coffee morning

(21/101) Dates of future Parish Council Meetings

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

The meeting closed at 7.00 pm

.....
Chairman

.....
Date

TO: Town & Parish Clerks in St Austell & Mevagissey Community Network

We wrote to you recently about the exciting People's Climate Festival for Mid Cornwall on 27 November in St Austell, at Cornwall College St Austell. The aim is to provide information and opportunity for people to engage with ways they can become more carbon neutral in a fun and interactive way. For those parish councils who have declared a climate emergency, the aim of this event is to support you in taking action to meet that priority. There is a graphic attached and a Facebook event page here <https://www.facebook.com/events/1383336978734711/?ref=newsfeed> – please do promote this far and wide.

The event will have stalls, films and speakers – something for everyone! We want people to be aware of the causes and impacts of the Climate Emergency, then to ask themselves:

1) What is my own carbon footprint and what can I change in my own daily life to reduce it? (e.g. home energy, travel, work, shopping)

2) Can I do anything in my local community or workplace? (e.g. setting up a car-share scheme)

3) How can I use my voice to push for change on a Cornwall-wide or nationwide scale? (e.g. responding to Council and Government consultations or writing letters to Councillors and MPs)

The themes of the events are:

- How we create and use energy
- How we enhance our environment
- How we reduce waste
- How we travel
- How we consume
- How we live
- How we work

This event was proposed and agreed by a joint meeting of Community Networks earlier this year. There is a working group planning this including Cornwall College St Austell, Three Bays Wildlife Trust, Plastic Free St Austell and a number of local climate action groups from the mid Cornwall area including St Austell, Pentewan Valley, St Austell Bay, Mevagissey and Lostwithiel.

We would like to request funding support of £50-100 each from parish councils in the mid Cornwall area (4 Community Networks) to help cover the costs of this event which are:

Venue hire - £764 (discounted by 20%)

Film licenses - £200

First aid cover - £200

Publicity - £200

Children's Entertainment - £250

Total - £1614

This is the bare minimum needed – if additional funds are available we will increase the publicity and entertainment budgets appropriately. The Carbon Neutral team have confirmed £1000 towards these costs but we still need additional funds to make the event a success.

We hope you will consider this request favourably – we are excited about the opportunities this presents for helping all our parishes become more carbon neutral by promoting low carbon choices and encouraging people to change their behaviour.

On behalf of the People Climate Festival working group

Helen Nicholson, Tasha Davis, Zoe Bernard-John, Caitlin Lord
Community Link Officers in mid Cornwall
Cornwall Council - Localism Service

Agenda Item 16(b)(i)

St Austell Bay Parish Council Climate *Crisis Action Plan* 2021

1. Introduction

In June 2019 (19/031) St Austell Bay Parish Council declared a Climate Emergency. *It is proposed to make the following changes to the 2019 plan.*

The Parish Council *will*:

- 1.1 *Endeavour* to make St Austell Bay Parish Council carbon neutral by 2030.
- 1.2 Call on Westminster and Cornwall Council to provide the powers and resources to make the 2030 target possible.
- 1.3 Work with partners and other government bodies to deliver this goal through all relevant strategic plans and to implement best practice methods to limit global warming to less than 1.5 degrees C.
- 1.4 *Regularly review and update the actions needed* to address this emergency.
- 1.5 *Consider* climate change *to be at the forefront of all decision making. All planning applications to be determined with regard to the policies contained the in St Austell Bay* Neighbourhood Plan, *particularly*, Renewable Energy and Climate Change, Natural Environment, Housing, Transport and Traffic and Business.

2. The Environment and Climate Crisis Action Group (ECCAG)

In July 2019 (19/055) St Austell Bay Parish Council resolved to set up a working party (Climate Change Project/Project 2020 Focus Group). *This group has been renamed as the Environment and Climate Crisis Action Group (ECCAG) and currently consists of* Cllrs Reynolds, *Bull and Chatterjee* together with Pat Smith. *The aim of the group is to steer* the Parish Council and community *towards reducing* their carbon footprint *and prioritise environmental and sustainable issues.*

3. Update

In order to deliver the resolutions of the Parish Council, the Council is asked to agree the following actions *updated from the 2019* St Austell Bay Climate Change Action Plan;

The Parish Council should:

- 3.1 *Use the Impact Community Carbon Calculator (Exeter University) to* measure and manage the carbon footprint of the Parish and Parish Council. St Austell Bay Parish Council will seek to benchmark current carbon output, *identify potential reductions* and track progress from this data.
- 3.2 Review its asset base in terms of direct and community assets including buildings and facilities and commit to minimising energy demand *in connection with these assets. Switch* to a *100%* renewable energy provider *when the current contract expires*, for any asset for which they are responsible that has a power or heat demand, i.e. Pattern Hall and Toilets.
- 3.3 Prioritise carbon reduction and climate change impact mitigation as an evaluation criterion for all future financial decision-making including contract award and future precept and other funding allocation determination.

3.4 Ensure that all the appropriate **policies** in the **St Austell Bay** Neighbourhood Plan **are used in determining planning applications.**

3.5 Work with other volunteer groups **to further the parish council's aims e.g. Diggers and Doers, Charlestown Chums, Charlestown History Group, Chandlers Walk Garden, Charlestown Regatta Committee and Carbon Action St Austell (CASA).**

3.6 Work with partners and other local stakeholders to ensure that public areas such as open spaces & play areas are more natural, needing less maintenance, and the maintenance of footpath and public areas balance the needs of habitat management, e.g. cut less grass & verges, rewild areas instead. This will reduce the need to mow (thereby reducing carbon emissions and cost) and will help support biodiversity, carbon sequestration and our struggling insect populations.

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3.8 **Encourage tree planting to maximise** carbon capture.

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3.10 Encourage the installation of bird, **bat** and insect boxes and **promote wildlife corridors.**

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3.12 **Aim to** provide support and educational information to parishioners to enable individual and group carbon reduction action. Promote carbon saving measures via the Parish Council website, **poster campaigns, appropriate social media** or by arranging advice **workshops/surgeries.**

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3.17 Show corporate and individual leadership to reduce our carbon footprint.

3.18 Actively review the above actions, together with the actions in Climate Change! What can your Council Do? (Previously circulated, but copies will be available at the meeting)

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- Details of Eden's Festival of Discovery
- Notification that Cornwall Council's Climate Emergency DPD is now ready for submission for independent examination in public
-

Dear Councillor

You are summoned to attend a **Meeting of St Austell Bay Parish Council** to be held on **Thursday 18 November 2021** at **6.00 pm** in **The Pattern Hall, Charlestown Road.**

Julie Larter

Julie Larter
Clerk
11 November 2021

07873 383400
enquiries@staustellbay-pc.gov.uk

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

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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 applications and any planning applications received after publication of this agenda:

(i) PA21/08772 – Land NE of St Levan's Church, Porthpean:
Construction of a 3/4 bedroom house on domestic recreation land

(ii) PA21/10976 – 5 Garden Walk: Cutting back of Horse Chestnut tree

(b) To note the situation regarding the following planning applications:

(i) PA20/09731 – 4 Garden Walk, Duporth: Construction of single storey extension with new sun terrace above and alterations to existing property *(revised plans)*

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

9. Neighbourhood Plan

To note that the Strategic Group has now been disbanded and to authorise expenditure on printing hard copies of the Plan

10. People's Climate Festival

To consider a request from Cornwall Council for a donation towards the cost of the event

Page 10

11. South West Coast Path Closure

To note the current situation

12. Porthpean Beach

To consider undertaking work to tidy up an area at the rear of

13. Queens Platinum Jubilee

To consider how to celebrate the jubilee

14. Defibrillator

To ratify discussions held in 2016 and 2017 to fund the annual maintenance charge for a public access defibrillator on the Duporth estate

15. Working Parties

(a) Traffic Working Party

*To note membership of the group and discuss the outcome of a meeting held on 4 November and to action accordingly
(Cllr Bull)*

(b) Environment and Climate Crisis Working Party

(i) To consider adopting amendments to the Climate Emergency Action Plan

*(ii) To receive a verbal report of a meeting held on 2 November
(Cllr Reynolds)*

Pages 11 -13

(c) Regatta Working Party

*To receive a verbal report of a meeting held on 26 October
(Clerk)*

16. Highways Matters

To note any concerns

17. Financial Matters

(a) To consider a draft budget for 2022/23 and determine the amount of precept required

Appendix (i)

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

Appendix (ii)

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 12

20. Dates for the Diary

To note any forthcoming dates for members' diaries

21. Dates of future Parish Council Meetings

16 December, 20 January, 17 February, 17 March, 21 April

MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 21 October 2021 at 6.00pm in The Pattern Hall

Present: Cllrs Bill Leach (Chairman), Sue Leach, Nick Foster, Nigel Chatterjee, Jackie Bull, Mike Norris, Sandie Bailey

In attendance: Cllr James Mustoe CC; 6 members of the public.

(21/084) Apologies for Absence

Apologies were received from Cllrs Reynolds and Hallows.

(21/085) Minutes of a Meeting of the Parish Council held on 9 September 2021

It was **RESOLVED** that the minutes of a Meeting of the Parish Council held on 9 September 2021 be signed as an accurate record of the meeting.

(21/086) Matters to Note

The Clerk reported that Helen Nicholson, Cornwall Council's Community Link Officer as moved areas and the new CLO is Caitlin Lord. The Clerk was asked to write to Ms Nicholson thanking her for all her help in the past, particularly in the early stages of the neighbourhood plan and for her help during the Covid crisis.

The Council's application for a Landmark Tree has been successful and it had previously been agreed that this will be planted in the Regatta field. The Council has authorised the purchase of 2 additional trees, one for each ward. Cllr Reynolds has suggested that the Porthpean and Trenarren tree is planted at Carrickowel Point and asked for suggested locations in Duporth.

(21/087) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(21/088) Chairman's Announcements

The Chairman apologised for bringing the time of the meeting forward.

The Chairman said how impressed he was with the development at the old coal yard. However he mentioned that he had been driving along Charlestown Road and a pedestrian stepped off one of the paths to the rear of the cottages straight onto the road. He had been of the view that there was going to be a path inside the wall running parallel to the road, with just one exit onto Charlestown Road instead of individual exits. The Clerk was asked to check the plans.

The Chairman said that Cormac have set up a storage compound in the Regatta field in connection with the east cliff reparation works.

(21/089) Cornwall Councillor's Report

Cllr Mustoe said that he is pleased to be working with the parish council and Cormac regarding traffic and parking issues across the parish. He has met with residents from Quay Road to discuss parking and planning issues. Cllr Mustoe reported that he led a campaign at County Hall to have the affordability assessment fee for people purchasing affordable homes removed, and he was delighted that this has now happened. The Chairman thanked Cllr Mustoe for championing this important issue. Cllr Mustoe's full report is available on the parish council website.

(21/090) Public Participation

A member of the public expressed concern about planning application PA21/07841 relating to 179 Charlestown Road. The member of the public commented that in his opinion some of the information contained within the planning application was incorrect – the old orchard has not always been part of 179 and he did not wish to see any development on the site. The member of the public was concerned that there were no plans showing the proposed elevations contained in the application.

(21/091) Planning Applications and Related Matters

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

The Chairman and Cllrs Leach and Foster attended a site meeting and said that the amended plans still gave cause for concern. It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) stating that the parish council objects to the proposal on the grounds of sight lines, general bulk and lack of neighbour amenity caused by overlooking and noise.**

(ii) PA21/07474 – Polmear Farm, 32 Quay Road: Conversion of existing garages to form ancillary self-contained accommodation to Polmear Farm

It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) stating that the parish council has no objections to the proposal.**

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

It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) with the following comment:**

The parish council strongly objects to the proposed development. 179 Charlestown Road is situated in a prominent position and acts as the gateway into Charlestown. The land upon which the proposed development is planned did not form part of the original curtilage of the property, is outside the Development Boundary and therefore should remain undeveloped. St Austell Bay Parish Council considers that the summerhouse is oversized and poses a risk of overlooking and noise nuisance to neighbours. As previously stated, this is outside the Development Boundary and there is no public gain to the development.

(iv) PA21/07953 – 181 Charlestown Road: Works to trees covered by a TPO namely Group (G1) – unmanaged group of trees and laurel shrubs – 1 Silver Birch, 1 Beech, 1 Lime and laurels – crown raise to 4m for access, to remove branches resting on the boundary fence and to be able to manage the ground around the trees

The Clerk was asked to contact the planning officer to seek a further explanation of why the works were necessary and the scope of the proposed work.

(b) Update on 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
It was noted that this application has now been withdrawn.

(c) St Austell Bay Neighbourhood Plan

It was noted that the Plan had been approved at referendum. Councillors wished their thanks to the Strategic Group and volunteers be formally minuted. The Clerk was asked to write to all the volunteers thanking them for their help.

(21/092) Consultation on the Regulation of Jet Skis

It was **RESOLVED** that the Clerk should respond to the Government's consultation with the following comments:

St Austell Bay Parish Council welcomes the opportunity to comment on proposals to strengthen enforcement of the dangerous use of recreation and personal watercraft.

There has been local comment on the increase in the use of jet skis (private watercraft – PWC) in the St Austell Bay area with potential for conflict with recreational swimmers, other boat users, fishing, mussel farming activities and wildlife. The local increase in use is on trend with the UK wide figures where you report approximately 14 – 16,000 PWC with about 1,200 new craft arriving each year.

Although in our experience the riding of PWC is, in most cases, conducted sensibly and safely, the number of serious incidents has been increasing and there have been incidents reported in St Austell Bay involving conflict between jet skis and swimmers.

Your consultation offers 4 options and Option 3 is our preference. Furthermore, we would like to suggest that it should be compulsory for PWC users to have adequate insurance. Safety of swimmers will only be achieved through clearly identifiable areas (a system of buoys) to separate PWC from less visible and vulnerable swimmers who share the same inshore water space. Finally, we believe that mandatory registration is essential to achieving the aim of safer operation of PWC.

(21/093) Cornwall AONB Unit: A Monumental Improvement

The parish council has been asked to provide a letter of support for the AONB's application to the National Lottery Heritage Project for grant funding. **It was RESOLVED that the Clerk should send such a letter, referring specifically to Black Head Fort.**

(21/094) South West Coast Path

The Clerk reported that all affected landowners have now agreed to the rollback and legal formalities are underway. It is not anticipated that the path will re-open until the new year due to weather constraints.

(21/095) Working Parties

(a) Traffic Working Party

- (i) Draft Terms of Reference had been previously circulated and were agreed.
- (ii) Meeting held on 15 October 2021

Cllr Bull reported on the first meeting of the working party, held on 15 October. Cllr Bull felt that this was a positive meeting. The first step is to gather information from individual areas. Rachael Tatlow indicated that it needs to be a parish-wide project and it is important that the group manages to engage with hard to reach citizens in the parish. Cllr Hallows is to compile a spreadsheet outlining individual issues within all four wards of the parish. Cllr Bull reported that it is likely to be a 2 year long process unless the parish council wishes to contribute some money towards improvements. Last year an outline plan was drawn up for Duporth Road and the parking issue in Porthpean Beach Road should be fairly simple to resolve as the temporary cones have proved helpful the last couple of summers. Cllr Bull stressed that residents will be involved in the process.

(b) History Working Party

The Charlestown History Group has had a revised quote of approximately £4,000 for a survey of South Polmeor Mine and have asked the parish council for a £1,000 contribution. The Chairman said that as the matter was not on the agenda, it will be discussed at next month's council meeting but in the meantime he pointed out that as it wasn't considered a priority by the Cornwall Buildings at Risk Group, the council would need a clear explanation of why the group would like to undertake the survey and an explanation of the benefit and who would benefit. A member of the public indicated that the History Group would be fundraising to help finance the survey.

(c) Environment and Climate Crisis Working Party

(i) It was **RESOLVED to allocate £250 towards the purchase of resources for the group. The Clerk suggested that a supply of high viz tabards printed with the parish council's name and Diggers and Doers would be a good idea as this would raise public awareness of the group.** Cllr Sue Leach offered to help the group should they wish to make any grant applications to outside bodies.

(ii) Cllr Bull reported on a meeting of the working party held on 12 December. There has been a good response to the recently distributed flyers and the group has started to clear brambles from the pavement hedge adjacent to the cemetery. It is hoped to plant daffodils in Crinnis Road next week. The group would like to use existing social media platforms to advertise their events. The group would like to sow some wild flower seeds, initially in Chandlers Walk as there is an area of community land there. A discussion took place around whether the group should have a separate budget but the Clerk pointed out that this would not be in accordance with the group's Terms of Reference. Money can be allocated by the parish council but expenditure needs to be approved by the council and orders placed through the Clerk. A full copy of the meeting notes is available on the council's website.

(13/096) Highways Matters

There were no highways matters to report.

(21/097) Financial Matters

(a) Grant Funding Request from Light up Charlestown

It was **RESOLVED to make a grant of £250 to Light up Charlestown for the purchase of additional Christmas lights.** It was noted that the Shipwreck Treasure Museum has offered to match fund any grant the parish council gives.

(b) It was noted that the Annual Audit has now been completed.

(c) Emergency repairs have been made to the front of the noticeboard outside Alan Leather's office under the Clerk's delegated powers and it was **RESOLVED to authorise this expenditure.**

(d) The Clerk reported that the perspex front cover of the noticeboard in Higher Porthpean has become opaque and it was **RESOLVED to authorise expenditure on replacing the cover.**

(e) Remembrance Day

It was **RESOLVED to purchase a wreath to be laid at the new memorial plaque at Higher Porthpean.**

(f) The current financial position was noted and the following payments for September and October were ratified.

SWW	Water for hall	£	27.50
SWW	Water for toilets	£	103.50
Lloyds Bank	Credit card - <i>see note</i>	£	158.61
BT	Telephone and internet	£	83.28
BT	Monthly mobile phone charges	£	24.00
SSE	1/4ly electricity bill for toilets	£	125.56
Information Commissioner's Office	Data Protection renewal fee	£	35.00
Cornwall Waste Solutions Ltd	Waste collection	£	79.20
Vision ICT	Website hosting Sept 21 - Aug 22	£	240.00
Royal Mail	Reply Paid service (parish consultation)	£	76.75
Lyreco	Toilet rolls and cleaning rolls	£	169.43
Lyreco	Toilet Rolls and blue tac	£	57.22
S Leach	Timer for meetings	£	5.99
SLCC Enterprises	Legionella Training	£	60.00
Argos Fire Protection	Fire extinguisher annual service	£	101.64
Fowey Systems	Fire alarm testing and annual service - Pattern Hall	£	120.00
Staffing and oncosts	Staffing and oncosts	£	£2,639.91
Blenheims Estate & Asset Management	Foundry Parc amenity charge	£	21.11
SWW	Water for hall	£	27.50
SWW	Water for toilets	£	103.50
Lloyds Bank	Credit card - <i>see note</i>	£	159.04
BT	Telephone and internet	£	83.28
BT	Monthly mobile phone charges	£	24.00
Fintec	Quarterly lease on photocopier	£	136.91
ITEC	Photocopy charges Aug - Sept	£	32.90
ITEC	Photocopy charges Sept - Oct	£	10.81
Cornwall Signs	Replacement front for noticeboard in Charlestown Road	£	138.00
Lyreco	Toilet rolls and printer paper	£	172.79
Lyreco	Toilet rolls and diaries	£	133.14
Cornwall Waste Solutions	Refuse collection	£	79.20
Vision ICT	Biennial renewal fee for gov.uk domain	£	78.00
Complete Weed Control	Pavement weed spraying	£	252.00
PKF Littlejohn LLP	External Audit	£	360.00
Cornwall Council	Parish consultation printing and mailing charge	£	546.69
Staffing and oncosts	Various	£	2,564.73

*It was noted that credit card receipts were checked by Cllr Chatterjee on 20 October.

Cllr Bailey left the meeting at 6.55pm

(21/098) Meetings/Training Attended

24 September – The Clerk attended Legionella training

8 October – Cllr Chatterjee attended Heligan – Eden Multi Trails meeting. Cllr Chatterjee reported that the group is hoping to install e-bike charging points around Cornwall.

12 October – Environment and Climate Crisis Working Party

12 – 14 October – The Clerk attended the SLCC National Conference. The Clerk thanked the council for funding her attendance, which she found very beneficial. The Clerk reminded members not to use personal email accounts for parish council matters.

14 October – History Working Party

15 October – Traffic Working Party

(21/099) Correspondence

A list of correspondence had been previously circulated and in addition the following correspondence was received after publication of the agenda:

- Complaint about people walking dogs in the Regatta field – this will be raised at the next Regatta Working Party meeting
- Invitation to take part in the Cornwall AONB Monumental Improvement survey

(21/100) Dates for the Diary

26 October – Regatta Working Party

27 or 29 October – Diggers and Doers daffodil planting

4 November – Traffic Working Party

7 November – History Working Party Battery Recharge clearance work

9 November – Environment and Climate Crisis Working Party

11 November – St Austell and Mevagissey Community Network Panel meeting. The Clerk asked for volunteers to attend

16 November – Cllrs Bailey and Norris to attend Code of Conduct training

16 November – Diggers and Doers Coffee morning

(21/101) Dates of future Parish Council Meetings

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

The meeting closed at 7.00 pm

.....
Chairman

.....
Date

TO: Town & Parish Clerks in St Austell & Mevagissey Community Network

We wrote to you recently about the exciting People's Climate Festival for Mid Cornwall on 27 November in St Austell, at Cornwall College St Austell. The aim is to provide information and opportunity for people to engage with ways they can become more carbon neutral in a fun and interactive way. For those parish councils who have declared a climate emergency, the aim of this event is to support you in taking action to meet that priority. There is a graphic attached and a Facebook event page here <https://www.facebook.com/events/1383336978734711/?ref=newsfeed> – please do promote this far and wide.

The event will have stalls, films and speakers – something for everyone! We want people to be aware of the causes and impacts of the Climate Emergency, then to ask themselves:

1) What is my own carbon footprint and what can I change in my own daily life to reduce it? (e.g. home energy, travel, work, shopping)

2) Can I do anything in my local community or workplace? (e.g. setting up a car-share scheme)

3) How can I use my voice to push for change on a Cornwall-wide or nationwide scale? (e.g. responding to Council and Government consultations or writing letters to Councillors and MPs)

The themes of the events are:

- How we create and use energy
- How we enhance our environment
- How we reduce waste
- How we travel
- How we consume
- How we live
- How we work

This event was proposed and agreed by a joint meeting of Community Networks earlier this year. There is a working group planning this including Cornwall College St Austell, Three Bays Wildlife Trust, Plastic Free St Austell and a number of local climate action groups from the mid Cornwall area including St Austell, Pentewan Valley, St Austell Bay, Mevagissey and Lostwithiel.

We would like to request funding support of £50-100 each from parish councils in the mid Cornwall area (4 Community Networks) to help cover the costs of this event which are:

Venue hire - £764 (discounted by 20%)

Film licenses - £200

First aid cover - £200

Publicity - £200

Children's Entertainment - £250

Total - £1614

This is the bare minimum needed – if additional funds are available we will increase the publicity and entertainment budgets appropriately. The Carbon Neutral team have confirmed £1000 towards these costs but we still need additional funds to make the event a success.

We hope you will consider this request favourably – we are excited about the opportunities this presents for helping all our parishes become more carbon neutral by promoting low carbon choices and encouraging people to change their behaviour.

On behalf of the People Climate Festival working group

Helen Nicholson, Tasha Davis, Zoe Bernard-John, Caitlin Lord
Community Link Officers in mid Cornwall
Cornwall Council - Localism Service

Agenda Item 16(b)(i)

St Austell Bay Parish Council Climate *Crisis Action Plan* 2021

1. Introduction

In June 2019 (19/031) St Austell Bay Parish Council declared a Climate Emergency. *It is proposed to make the following changes to the 2019 plan.*

The Parish Council *will*:

- 1.1 *Endeavour* to make St Austell Bay Parish Council carbon neutral by 2030.
- 1.2 Call on Westminster and Cornwall Council to provide the powers and resources to make the 2030 target possible.
- 1.3 Work with partners and other government bodies to deliver this goal through all relevant strategic plans and to implement best practice methods to limit global warming to less than 1.5 degrees C.
- 1.4 *Regularly review and update the actions needed* to address this emergency.
- 1.5 *Consider* climate change *to be at the forefront of all decision making. All planning applications to be determined with regard to the policies contained the in St Austell Bay* Neighbourhood Plan, *particularly*, Renewable Energy and Climate Change, Natural Environment, Housing, Transport and Traffic and Business.

2. The Environment and Climate Crisis Action Group (ECCAG)

In July 2019 (19/055) St Austell Bay Parish Council resolved to set up a working party (Climate Change Project/Project 2020 Focus Group). *This group has been renamed as the Environment and Climate Crisis Action Group (ECCAG) and currently consists of* Cllrs Reynolds, *Bull and Chatterjee* together with Pat Smith. *The aim of the group is to steer* the Parish Council and community *towards reducing* their carbon footprint *and prioritise environmental and sustainable issues.*

3. Update

In order to deliver the resolutions of the Parish Council, the Council is asked to agree the following actions *updated from the 2019* St Austell Bay Climate Change Action Plan;

The Parish Council should:

- 3.1 *Use the Impact Community Carbon Calculator (Exeter University) to* measure and manage the carbon footprint of the Parish and Parish Council. St Austell Bay Parish Council will seek to benchmark current carbon output, *identify potential reductions* and track progress from this data.
- 3.2 Review its asset base in terms of direct and community assets including buildings and facilities and commit to minimising energy demand *in connection with these assets. Switch* to a *100%* renewable energy provider *when the current contract expires*, for any asset for which they are responsible that has a power or heat demand, i.e. Pattern Hall and Toilets.
- 3.3 Prioritise carbon reduction and climate change impact mitigation as an evaluation criterion for all future financial decision-making including contract award and future precept and other funding allocation determination.

3.4 Ensure that all the appropriate **policies** in the **St Austell Bay** Neighbourhood Plan **are used in determining planning applications.**

3.5 Work with other volunteer groups **to further the parish council's aims e.g. Diggers and Doers, Charlestown Chums, Charlestown History Group, Chandlers Walk Garden, Charlestown Regatta Committee and Carbon Action St Austell (CASA).**

3.6 Work with partners and other local stakeholders to ensure that public areas such as open spaces & play areas are more natural, needing less maintenance, and the maintenance of footpath and public areas balance the needs of habitat management, e.g. cut less grass & verges, rewild areas instead. This will reduce the need to mow (thereby reducing carbon emissions and cost) and will help support biodiversity, carbon sequestration and our struggling insect populations.

3.7 Review the use of weedkillers and other chemicals in green spaces, roadsides and pathways. Explore practical, natural methods of weed suppression or allow weeds to thrive and enjoy them - many are beautiful and important food for wildlife.

3.8 **Encourage tree planting to maximise** carbon capture.

3.9 Seek to use available green spaces for community growing projects.

3.10 Encourage the installation of bird, **bat** and insect boxes and **promote wildlife corridors.**

3.11 Explore energy use and alternatives - ground source heat pumps etc. Ensure renewable energy provision, high energy efficiency and community-led projects are prioritised **and supported. Wherever possible identify**, support or develop local clean energy projects, particularly community led, with funding or council backing which will deliver benefits for local parishioners. Promote the **installation of electrical vehicles charging points.**

3.12 **Aim to** provide support and educational information to parishioners to enable individual and group carbon reduction action. Promote carbon saving measures via the Parish Council website, **poster campaigns, appropriate social media** or by arranging advice **workshops/surgeries.**

3.13 Act as a voice for the community to raise concerns and to share lessons with higher levels of government. Communicate government consultations/legislation back to the community.

3.14 Encourage and promote the use of recycling facilities, such as at the Pattern Hall (Batteries, printer cartridges etc), Litter picks and Beach Cleans etc.

3.15 Encourage and promote the installation of LED/low energy light bulbs in the Pattern Hall and Toilets.

3.16 **Strive to use** LOAF **products** (Local, organic, animal friendly, fairly traded). Use recycled paper and environmentally friendly cleaning products.

3.17 Show corporate and individual leadership to reduce our carbon footprint.

3.18 Actively review the above actions, together with the actions in Climate Change! What can your Council Do? (Previously circulated, but copies will be available at the meeting)

Agenda Item 21 - Correspondence received since the last meeting

- Cornwall Council's Town and Parish Council newsletters
- Let's Talk Rubbish – Invitation to take part in a survey from Clean Cornwall
- Invitation to attend Cornwall Council planning training
- Prosperous Cornwall 2050 – an invitation to take part in a survey from Cornwall Council
- Details of Eden's Festival of Discovery
- Notification that Cornwall Council's Climate Emergency DPD is now ready for submission for independent examination in public
-

Dear Councillor

You are summoned to attend a **Meeting of St Austell Bay Parish Council** to be held on **Thursday 18 November 2021** at **6.00 pm** in **The Pattern Hall, Charlestown Road.**

Julie Larter

Julie Larter
Clerk
11 November 2021

07873 383400
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 21 October 2021

Pages 4-9

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

(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.

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

(i) PA21/08772 – Land NE of St Levan's Church, Porthpean:
Construction of a 3/4 bedroom house on domestic recreation land

(ii) PA21/10976 – 5 Garden Walk: Cutting back of Horse Chestnut tree

(b) To note the situation regarding the following planning applications:

(i) PA20/09731 – 4 Garden Walk, Duporth: Construction of single storey extension with new sun terrace above and alterations to existing property *(revised plans)*

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

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To note that the Strategic Group has now been disbanded and to authorise expenditure on printing hard copies of the Plan

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To consider how to celebrate the jubilee

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*To note membership of the group and discuss the outcome of a meeting held on 4 November and to action accordingly
(Cllr Bull)*

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*(ii) To receive a verbal report of a meeting held on 2 November
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(b) To note the current financial position and authorise payments

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Present: Cllrs Bill Leach (Chairman), Sue Leach, Nick Foster, Nigel Chatterjee, Jackie Bull, Mike Norris, Sandie Bailey

In attendance: Cllr James Mustoe CC; 6 members of the public.

(21/084) Apologies for Absence

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(21/086) Matters to Note

The Clerk reported that Helen Nicholson, Cornwall Council's Community Link Officer as moved areas and the new CLO is Caitlin Lord. The Clerk was asked to write to Ms Nicholson thanking her for all her help in the past, particularly in the early stages of the neighbourhood plan and for her help during the Covid crisis.

The Council's application for a Landmark Tree has been successful and it had previously been agreed that this will be planted in the Regatta field. The Council has authorised the purchase of 2 additional trees, one for each ward. Cllr Reynolds has suggested that the Porthpean and Trenarren tree is planted at Carrickowel Point and asked for suggested locations in Duporth.

(21/087) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(21/088) Chairman's Announcements

The Chairman apologised for bringing the time of the meeting forward.

The Chairman said how impressed he was with the development at the old coal yard. However he mentioned that he had been driving along Charlestown Road and a pedestrian stepped off one of the paths to the rear of the cottages straight onto the road. He had been of the view that there was going to be a path inside the wall running parallel to the road, with just one exit onto Charlestown Road instead of individual exits. The Clerk was asked to check the plans.

The Chairman said that Cormac have set up a storage compound in the Regatta field in connection with the east cliff reparation works.

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(21/090) Public Participation

A member of the public expressed concern about planning application PA21/07841 relating to 179 Charlestown Road. The member of the public commented that in his opinion some of the information contained within the planning application was incorrect – the old orchard has not always been part of 179 and he did not wish to see any development on the site. The member of the public was concerned that there were no plans showing the proposed elevations contained in the application.

(21/091) Planning Applications and Related Matters

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The Chairman and Cllrs Leach and Foster attended a site meeting and said that the amended plans still gave cause for concern. It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) stating that the parish council objects to the proposal on the grounds of sight lines, general bulk and lack of neighbour amenity caused by overlooking and noise.**

(ii) PA21/07474 – Polmear Farm, 32 Quay Road: Conversion of existing garages to form ancillary self-contained accommodation to Polmear Farm

It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) stating that the parish council has no objections to the proposal.**

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

It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) with the following comment:**

The parish council strongly objects to the proposed development. 179 Charlestown Road is situated in a prominent position and acts as the gateway into Charlestown. The land upon which the proposed development is planned did not form part of the original curtilage of the property, is outside the Development Boundary and therefore should remain undeveloped. St Austell Bay Parish Council considers that the summerhouse is oversized and poses a risk of overlooking and noise nuisance to neighbours. As previously stated, this is outside the Development Boundary and there is no public gain to the development.

(iv) PA21/07953 – 181 Charlestown Road: Works to trees covered by a TPO namely Group (G1) – unmanaged group of trees and laurel shrubs – 1 Silver Birch, 1 Beech, 1 Lime and laurels – crown raise to 4m for access, to remove branches resting on the boundary fence and to be able to manage the ground around the trees

The Clerk was asked to contact the planning officer to seek a further explanation of why the works were necessary and the scope of the proposed work.

(b) Update on 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
It was noted that this application has now been withdrawn.

(c) St Austell Bay Neighbourhood Plan

It was noted that the Plan had been approved at referendum. Councillors wished their thanks to the Strategic Group and volunteers be formally minuted. The Clerk was asked to write to all the volunteers thanking them for their help.

(21/092) Consultation on the Regulation of Jet Skis

It was **RESOLVED** that the Clerk should respond to the Government's consultation with the following comments:

St Austell Bay Parish Council welcomes the opportunity to comment on proposals to strengthen enforcement of the dangerous use of recreation and personal watercraft.

There has been local comment on the increase in the use of jet skis (private watercraft – PWC) in the St Austell Bay area with potential for conflict with recreational swimmers, other boat users, fishing, mussel farming activities and wildlife. The local increase in use is on trend with the UK wide figures where you report approximately 14 – 16,000 PWC with about 1,200 new craft arriving each year.

Although in our experience the riding of PWC is, in most cases, conducted sensibly and safely, the number of serious incidents has been increasing and there have been incidents reported in St Austell Bay involving conflict between jet skis and swimmers.

Your consultation offers 4 options and Option 3 is our preference. Furthermore, we would like to suggest that it should be compulsory for PWC users to have adequate insurance. Safety of swimmers will only be achieved through clearly identifiable areas (a system of buoys) to separate PWC from less visible and vulnerable swimmers who share the same inshore water space. Finally, we believe that mandatory registration is essential to achieving the aim of safer operation of PWC.

(21/093) Cornwall AONB Unit: A Monumental Improvement

The parish council has been asked to provide a letter of support for the AONB's application to the National Lottery Heritage Project for grant funding. **It was RESOLVED that the Clerk should send such a letter, referring specifically to Black Head Fort.**

(21/094) South West Coast Path

The Clerk reported that all affected landowners have now agreed to the rollback and legal formalities are underway. It is not anticipated that the path will re-open until the new year due to weather constraints.

(21/095) Working Parties

(a) Traffic Working Party

- (i) Draft Terms of Reference had been previously circulated and were agreed.
- (ii) Meeting held on 15 October 2021

Cllr Bull reported on the first meeting of the working party, held on 15 October. Cllr Bull felt that this was a positive meeting. The first step is to gather information from individual areas. Rachael Tatlow indicated that it needs to be a parish-wide project and it is important that the group manages to engage with hard to reach citizens in the parish. Cllr Hallows is to compile a spreadsheet outlining individual issues within all four wards of the parish. Cllr Bull reported that it is likely to be a 2 year long process unless the parish council wishes to contribute some money towards improvements. Last year an outline plan was drawn up for Duporth Road and the parking issue in Porthpean Beach Road should be fairly simple to resolve as the temporary cones have proved helpful the last couple of summers. Cllr Bull stressed that residents will be involved in the process.

(b) History Working Party

The Charlestown History Group has had a revised quote of approximately £4,000 for a survey of South Polmeor Mine and have asked the parish council for a £1,000 contribution. The Chairman said that as the matter was not on the agenda, it will be discussed at next month's council meeting but in the meantime he pointed out that as it wasn't considered a priority by the Cornwall Buildings at Risk Group, the council would need a clear explanation of why the group would like to undertake the survey and an explanation of the benefit and who would benefit. A member of the public indicated that the History Group would be fundraising to help finance the survey.

(c) Environment and Climate Crisis Working Party

(i) It was **RESOLVED to allocate £250 towards the purchase of resources for the group. The Clerk suggested that a supply of high viz tabards printed with the parish council's name and Diggers and Doers would be a good idea as this would raise public awareness of the group.** Cllr Sue Leach offered to help the group should they wish to make any grant applications to outside bodies.

(ii) Cllr Bull reported on a meeting of the working party held on 12 December. There has been a good response to the recently distributed flyers and the group has started to clear brambles from the pavement hedge adjacent to the cemetery. It is hoped to plant daffodils in Crinnis Road next week. The group would like to use existing social media platforms to advertise their events. The group would like to sow some wild flower seeds, initially in Chandlers Walk as there is an area of community land there. A discussion took place around whether the group should have a separate budget but the Clerk pointed out that this would not be in accordance with the group's Terms of Reference. Money can be allocated by the parish council but expenditure needs to be approved by the council and orders placed through the Clerk. A full copy of the meeting notes is available on the council's website.

(13/096) Highways Matters

There were no highways matters to report.

(21/097) Financial Matters

(a) Grant Funding Request from Light up Charlestown

It was **RESOLVED to make a grant of £250 to Light up Charlestown for the purchase of additional Christmas lights.** It was noted that the Shipwreck Treasure Museum has offered to match fund any grant the parish council gives.

(b) It was noted that the Annual Audit has now been completed.

(c) Emergency repairs have been made to the front of the noticeboard outside Alan Leather's office under the Clerk's delegated powers and it was **RESOLVED to authorise this expenditure.**

(d) The Clerk reported that the perspex front cover of the noticeboard in Higher Porthpean has become opaque and it was **RESOLVED to authorise expenditure on replacing the cover.**

(e) Remembrance Day

It was **RESOLVED to purchase a wreath to be laid at the new memorial plaque at Higher Porthpean.**

(f) The current financial position was noted and the following payments for September and October were ratified.

SWW	Water for hall	£	27.50
SWW	Water for toilets	£	103.50
Lloyds Bank	Credit card - <i>see note</i>	£	158.61
BT	Telephone and internet	£	83.28
BT	Monthly mobile phone charges	£	24.00
SSE	1/4ly electricity bill for toilets	£	125.56
Information Commissioner's Office	Data Protection renewal fee	£	35.00
Cornwall Waste Solutions Ltd	Waste collection	£	79.20
Vision ICT	Website hosting Sept 21 - Aug 22	£	240.00
Royal Mail	Reply Paid service (parish consultation)	£	76.75
Lyreco	Toilet rolls and cleaning rolls	£	169.43
Lyreco	Toilet Rolls and blue tac	£	57.22
S Leach	Timer for meetings	£	5.99
SLCC Enterprises	Legionella Training	£	60.00
Argos Fire Protection	Fire extinguisher annual service	£	101.64
Fowey Systems	Fire alarm testing and annual service - Pattern Hall	£	120.00
Staffing and oncosts	Staffing and oncosts	£	£2,639.91
Blenheims Estate & Asset Management	Foundry Parc amenity charge	£	21.11
SWW	Water for hall	£	27.50
SWW	Water for toilets	£	103.50
Lloyds Bank	Credit card - <i>see note</i>	£	159.04
BT	Telephone and internet	£	83.28
BT	Monthly mobile phone charges	£	24.00
Fintec	Quarterly lease on photocopier	£	136.91
ITEC	Photocopy charges Aug - Sept	£	32.90
ITEC	Photocopy charges Sept - Oct	£	10.81
Cornwall Signs	Replacement front for noticeboard in Charlestown Road	£	138.00
Lyreco	Toilet rolls and printer paper	£	172.79
Lyreco	Toilet rolls and diaries	£	133.14
Cornwall Waste Solutions	Refuse collection	£	79.20
Vision ICT	Biennial renewal fee for gov.uk domain	£	78.00
Complete Weed Control	Pavement weed spraying	£	252.00
PKF Littlejohn LLP	External Audit	£	360.00
Cornwall Council	Parish consultation printing and mailing charge	£	546.69
Staffing and oncosts	Various	£	2,564.73

*It was noted that credit card receipts were checked by Cllr Chatterjee on 20 October.

Cllr Bailey left the meeting at 6.55pm

(21/098) Meetings/Training Attended

24 September – The Clerk attended Legionella training

8 October – Cllr Chatterjee attended Heligan – Eden Multi Trails meeting. Cllr Chatterjee reported that the group is hoping to install e-bike charging points around Cornwall.

12 October – Environment and Climate Crisis Working Party

12 – 14 October – The Clerk attended the SLCC National Conference. The Clerk thanked the council for funding her attendance, which she found very beneficial. The Clerk reminded members not to use personal email accounts for parish council matters.

14 October – History Working Party

15 October – Traffic Working Party

(21/099) Correspondence

A list of correspondence had been previously circulated and in addition the following correspondence was received after publication of the agenda:

- Complaint about people walking dogs in the Regatta field – this will be raised at the next Regatta Working Party meeting
- Invitation to take part in the Cornwall AONB Monumental Improvement survey

(21/100) Dates for the Diary

26 October – Regatta Working Party

27 or 29 October – Diggers and Doers daffodil planting

4 November – Traffic Working Party

7 November – History Working Party Battery Recharge clearance work

9 November – Environment and Climate Crisis Working Party

11 November – St Austell and Mevagissey Community Network Panel meeting. The Clerk asked for volunteers to attend

16 November – Cllrs Bailey and Norris to attend Code of Conduct training

16 November – Diggers and Doers Coffee morning

(21/101) Dates of future Parish Council Meetings

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

The meeting closed at 7.00 pm

.....
Chairman

.....
Date

TO: Town & Parish Clerks in St Austell & Mevagissey Community Network

We wrote to you recently about the exciting People's Climate Festival for Mid Cornwall on 27 November in St Austell, at Cornwall College St Austell. The aim is to provide information and opportunity for people to engage with ways they can become more carbon neutral in a fun and interactive way. For those parish councils who have declared a climate emergency, the aim of this event is to support you in taking action to meet that priority. There is a graphic attached and a Facebook event page here <https://www.facebook.com/events/1383336978734711/?ref=newsfeed> – please do promote this far and wide.

The event will have stalls, films and speakers – something for everyone! We want people to be aware of the causes and impacts of the Climate Emergency, then to ask themselves:

1) What is my own carbon footprint and what can I change in my own daily life to reduce it? (e.g. home energy, travel, work, shopping)

2) Can I do anything in my local community or workplace? (e.g. setting up a car-share scheme)

3) How can I use my voice to push for change on a Cornwall-wide or nationwide scale? (e.g. responding to Council and Government consultations or writing letters to Councillors and MPs)

The themes of the events are:

- How we create and use energy
- How we enhance our environment
- How we reduce waste
- How we travel
- How we consume
- How we live
- How we work

This event was proposed and agreed by a joint meeting of Community Networks earlier this year. There is a working group planning this including Cornwall College St Austell, Three Bays Wildlife Trust, Plastic Free St Austell and a number of local climate action groups from the mid Cornwall area including St Austell, Pentewan Valley, St Austell Bay, Mevagissey and Lostwithiel.

We would like to request funding support of £50-100 each from parish councils in the mid Cornwall area (4 Community Networks) to help cover the costs of this event which are:

Venue hire - £764 (discounted by 20%)

Film licenses - £200

First aid cover - £200

Publicity - £200

Children's Entertainment - £250

Total - £1614

This is the bare minimum needed – if additional funds are available we will increase the publicity and entertainment budgets appropriately. The Carbon Neutral team have confirmed £1000 towards these costs but we still need additional funds to make the event a success.

We hope you will consider this request favourably – we are excited about the opportunities this presents for helping all our parishes become more carbon neutral by promoting low carbon choices and encouraging people to change their behaviour.

On behalf of the People Climate Festival working group

Helen Nicholson, Tasha Davis, Zoe Bernard-John, Caitlin Lord
Community Link Officers in mid Cornwall
Cornwall Council - Localism Service

Agenda Item 16(b)(i)

St Austell Bay Parish Council Climate *Crisis Action Plan* 2021

1. Introduction

In June 2019 (19/031) St Austell Bay Parish Council declared a Climate Emergency. *It is proposed to make the following changes to the 2019 plan.*

The Parish Council *will*:

- 1.1 *Endeavour* to make St Austell Bay Parish Council carbon neutral by 2030.
- 1.2 Call on Westminster and Cornwall Council to provide the powers and resources to make the 2030 target possible.
- 1.3 Work with partners and other government bodies to deliver this goal through all relevant strategic plans and to implement best practice methods to limit global warming to less than 1.5 degrees C.
- 1.4 *Regularly review and update the actions needed* to address this emergency.
- 1.5 *Consider* climate change *to be at the forefront of all decision making. All planning applications to be determined with regard to the policies contained the in St Austell Bay* Neighbourhood Plan, *particularly,* Renewable Energy and Climate Change, Natural Environment, Housing, Transport and Traffic and Business.

2. The Environment and Climate Crisis Action Group (ECCAG)

In July 2019 (19/055) St Austell Bay Parish Council resolved to set up a working party (Climate Change Project/Project 2020 Focus Group). *This group has been renamed as the Environment and Climate Crisis Action Group (ECCAG) and currently consists of* Cllrs Reynolds, *Bull and Chatterjee* together with Pat Smith. *The aim of the group is to steer* the Parish Council and community *towards reducing* their carbon footprint *and prioritise environmental and sustainable issues.*

3. Update

In order to deliver the resolutions of the Parish Council, the Council is asked to agree the following actions *updated from the 2019* St Austell Bay Climate Change Action Plan;

The Parish Council should:

- 3.1 *Use the Impact Community Carbon Calculator (Exeter University) to* measure and manage the carbon footprint of the Parish and Parish Council. St Austell Bay Parish Council will seek to benchmark current carbon output, *identify potential reductions* and track progress from this data.
- 3.2 Review its asset base in terms of direct and community assets including buildings and facilities and commit to minimising energy demand *in connection with these assets. Switch* to a *100%* renewable energy provider *when the current contract expires,* for any asset for which they are responsible that has a power or heat demand, i.e. Pattern Hall and Toilets.
- 3.3 Prioritise carbon reduction and climate change impact mitigation as an evaluation criterion for all future financial decision-making including contract award and future precept and other funding allocation determination.

3.4 Ensure that all the appropriate **policies** in the **St Austell Bay** Neighbourhood Plan **are used in determining planning applications.**

3.5 Work with other volunteer groups **to further the parish council's aims e.g. Diggers and Doers, Charlestown Chums, Charlestown History Group, Chandlers Walk Garden, Charlestown Regatta Committee and Carbon Action St Austell (CASA).**

3.6 Work with partners and other local stakeholders to ensure that public areas such as open spaces & play areas are more natural, needing less maintenance, and the maintenance of footpath and public areas balance the needs of habitat management, e.g. cut less grass & verges, rewild areas instead. This will reduce the need to mow (thereby reducing carbon emissions and cost) and will help support biodiversity, carbon sequestration and our struggling insect populations.

3.7 Review the use of weedkillers and other chemicals in green spaces, roadsides and pathways. Explore practical, natural methods of weed suppression or allow weeds to thrive and enjoy them - many are beautiful and important food for wildlife.

3.8 **Encourage tree planting to maximise** carbon capture.

3.9 Seek to use available green spaces for community growing projects.

3.10 Encourage the installation of bird, **bat** and insect boxes and **promote wildlife corridors.**

3.11 Explore energy use and alternatives - ground source heat pumps etc. Ensure renewable energy provision, high energy efficiency and community-led projects are prioritised **and supported. Wherever possible identify**, support or develop local clean energy projects, particularly community led, with funding or council backing which will deliver benefits for local parishioners. Promote the **installation of electrical vehicles charging points.**

3.12 **Aim to** provide support and educational information to parishioners to enable individual and group carbon reduction action. Promote carbon saving measures via the Parish Council website, **poster campaigns, appropriate social media** or by arranging advice **workshops/surgeries.**

3.13 Act as a voice for the community to raise concerns and to share lessons with higher levels of government. Communicate government consultations/legislation back to the community.

3.14 Encourage and promote the use of recycling facilities, such as at the Pattern Hall (Batteries, printer cartridges etc), Litter picks and Beach Cleans etc.

3.15 Encourage and promote the installation of LED/low energy light bulbs in the Pattern Hall and Toilets.

3.16 **Strive to use** LOAF **products** (Local, organic, animal friendly, fairly traded). Use recycled paper and environmentally friendly cleaning products.

3.17 Show corporate and individual leadership to reduce our carbon footprint.

3.18 Actively review the above actions, together with the actions in Climate Change! What can your Council Do? (Previously circulated, but copies will be available at the meeting)

Agenda Item 21 - Correspondence received since the last meeting

- Cornwall Council's Town and Parish Council newsletters
- Let's Talk Rubbish – Invitation to take part in a survey from Clean Cornwall
- Invitation to attend Cornwall Council planning training
- Prosperous Cornwall 2050 – an invitation to take part in a survey from Cornwall Council
- Details of Eden's Festival of Discovery
- Notification that Cornwall Council's Climate Emergency DPD is now ready for submission for independent examination in public
-

Dear Councillor

You are summoned to attend a **Meeting of St Austell Bay Parish Council** to be held on **Thursday 18 November 2021** at **6.00 pm** in **The Pattern Hall, Charlestown Road.**

Julie Larter

Julie Larter
Clerk
11 November 2021

07873 383400
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 21 October 2021

Pages 4-9

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

(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 applications and any planning applications received after publication of this agenda:

(i) PA21/08772 – Land NE of St Levan's Church, Porthpean:
Construction of a 3/4 bedroom house on domestic recreation land

(ii) PA21/10976 – 5 Garden Walk: Cutting back of Horse Chestnut tree

(b) To note the situation regarding the following planning applications:

(i) PA20/09731 – 4 Garden Walk, Duporth: Construction of single storey extension with new sun terrace above and alterations to existing property *(revised plans)*

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

9. Neighbourhood Plan

To note that the Strategic Group has now been disbanded and to authorise expenditure on printing hard copies of the Plan

10. People's Climate Festival

To consider a request from Cornwall Council for a donation towards the cost of the event

Page 10

11. South West Coast Path Closure

To note the current situation

12. Porthpean Beach

To consider undertaking work to tidy up an area at the rear of

13. Queens Platinum Jubilee

To consider how to celebrate the jubilee

14. Defibrillator

To ratify discussions held in 2016 and 2017 to fund the annual maintenance charge for a public access defibrillator on the Duporth estate

15. Working Parties

(a) Traffic Working Party

*To note membership of the group and discuss the outcome of a meeting held on 4 November and to action accordingly
(Cllr Bull)*

(b) Environment and Climate Crisis Working Party

(i) To consider adopting amendments to the Climate Emergency Action Plan

*(ii) To receive a verbal report of a meeting held on 2 November
(Cllr Reynolds)*

Pages 11 -13

(c) Regatta Working Party

*To receive a verbal report of a meeting held on 26 October
(Clerk)*

16. Highways Matters

To note any concerns

17. Financial Matters

(a) To consider a draft budget for 2022/23 and determine the amount of precept required

Appendix (i)

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

Appendix (ii)

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 12

20. Dates for the Diary

To note any forthcoming dates for members' diaries

21. Dates of future Parish Council Meetings

16 December, 20 January, 17 February, 17 March, 21 April

MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 21 October 2021 at 6.00pm in The Pattern Hall

Present: Cllrs Bill Leach (Chairman), Sue Leach, Nick Foster, Nigel Chatterjee, Jackie Bull, Mike Norris, Sandie Bailey

In attendance: Cllr James Mustoe CC; 6 members of the public.

(21/084) Apologies for Absence

Apologies were received from Cllrs Reynolds and Hallows.

(21/085) Minutes of a Meeting of the Parish Council held on 9 September 2021

It was **RESOLVED** that the minutes of a Meeting of the Parish Council held on 9 September 2021 be signed as an accurate record of the meeting.

(21/086) Matters to Note

The Clerk reported that Helen Nicholson, Cornwall Council's Community Link Officer as moved areas and the new CLO is Caitlin Lord. The Clerk was asked to write to Ms Nicholson thanking her for all her help in the past, particularly in the early stages of the neighbourhood plan and for her help during the Covid crisis.

The Council's application for a Landmark Tree has been successful and it had previously been agreed that this will be planted in the Regatta field. The Council has authorised the purchase of 2 additional trees, one for each ward. Cllr Reynolds has suggested that the Porthpean and Trenarren tree is planted at Carrickowel Point and asked for suggested locations in Duporth.

(21/087) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(21/088) Chairman's Announcements

The Chairman apologised for bringing the time of the meeting forward.

The Chairman said how impressed he was with the development at the old coal yard. However he mentioned that he had been driving along Charlestown Road and a pedestrian stepped off one of the paths to the rear of the cottages straight onto the road. He had been of the view that there was going to be a path inside the wall running parallel to the road, with just one exit onto Charlestown Road instead of individual exits. The Clerk was asked to check the plans.

The Chairman said that Cormac have set up a storage compound in the Regatta field in connection with the east cliff reparation works.

(21/089) Cornwall Councillor's Report

Cllr Mustoe said that he is pleased to be working with the parish council and Cormac regarding traffic and parking issues across the parish. He has met with residents from Quay Road to discuss parking and planning issues. Cllr Mustoe reported that he led a campaign at County Hall to have the affordability assessment fee for people purchasing affordable homes removed, and he was delighted that this has now happened. The Chairman thanked Cllr Mustoe for championing this important issue. Cllr Mustoe's full report is available on the parish council website.

(21/090) Public Participation

A member of the public expressed concern about planning application PA21/07841 relating to 179 Charlestown Road. The member of the public commented that in his opinion some of the information contained within the planning application was incorrect – the old orchard has not always been part of 179 and he did not wish to see any development on the site. The member of the public was concerned that there were no plans showing the proposed elevations contained in the application.

(21/091) Planning Applications and Related Matters

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

The Chairman and Cllrs Leach and Foster attended a site meeting and said that the amended plans still gave cause for concern. It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) stating that the parish council objects to the proposal on the grounds of sight lines, general bulk and lack of neighbour amenity caused by overlooking and noise.**

(ii) PA21/07474 – Polmear Farm, 32 Quay Road: Conversion of existing garages to form ancillary self-contained accommodation to Polmear Farm

It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) stating that the parish council has no objections to the proposal.**

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

It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) with the following comment:**

The parish council strongly objects to the proposed development. 179 Charlestown Road is situated in a prominent position and acts as the gateway into Charlestown. The land upon which the proposed development is planned did not form part of the original curtilage of the property, is outside the Development Boundary and therefore should remain undeveloped. St Austell Bay Parish Council considers that the summerhouse is oversized and poses a risk of overlooking and noise nuisance to neighbours. As previously stated, this is outside the Development Boundary and there is no public gain to the development.

(iv) PA21/07953 – 181 Charlestown Road: Works to trees covered by a TPO namely Group (G1) – unmanaged group of trees and laurel shrubs – 1 Silver Birch, 1 Beech, 1 Lime and laurels – crown raise to 4m for access, to remove branches resting on the boundary fence and to be able to manage the ground around the trees

The Clerk was asked to contact the planning officer to seek a further explanation of why the works were necessary and the scope of the proposed work.

(b) Update on 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
It was noted that this application has now been withdrawn.

(c) St Austell Bay Neighbourhood Plan

It was noted that the Plan had been approved at referendum. Councillors wished their thanks to the Strategic Group and volunteers be formally minuted. The Clerk was asked to write to all the volunteers thanking them for their help.

(21/092) Consultation on the Regulation of Jet Skis

It was **RESOLVED** that the Clerk should respond to the Government's consultation with the following comments:

St Austell Bay Parish Council welcomes the opportunity to comment on proposals to strengthen enforcement of the dangerous use of recreation and personal watercraft.

There has been local comment on the increase in the use of jet skis (private watercraft – PWC) in the St Austell Bay area with potential for conflict with recreational swimmers, other boat users, fishing, mussel farming activities and wildlife. The local increase in use is on trend with the UK wide figures where you report approximately 14 – 16,000 PWC with about 1,200 new craft arriving each year.

Although in our experience the riding of PWC is, in most cases, conducted sensibly and safely, the number of serious incidents has been increasing and there have been incidents reported in St Austell Bay involving conflict between jet skis and swimmers.

Your consultation offers 4 options and Option 3 is our preference. Furthermore, we would like to suggest that it should be compulsory for PWC users to have adequate insurance. Safety of swimmers will only be achieved through clearly identifiable areas (a system of buoys) to separate PWC from less visible and vulnerable swimmers who share the same inshore water space. Finally, we believe that mandatory registration is essential to achieving the aim of safer operation of PWC.

(21/093) Cornwall AONB Unit: A Monumental Improvement

The parish council has been asked to provide a letter of support for the AONB's application to the National Lottery Heritage Project for grant funding. **It was RESOLVED that the Clerk should send such a letter, referring specifically to Black Head Fort.**

(21/094) South West Coast Path

The Clerk reported that all affected landowners have now agreed to the rollback and legal formalities are underway. It is not anticipated that the path will re-open until the new year due to weather constraints.

(21/095) Working Parties

(a) Traffic Working Party

- (i) Draft Terms of Reference had been previously circulated and were agreed.
- (ii) Meeting held on 15 October 2021

Cllr Bull reported on the first meeting of the working party, held on 15 October. Cllr Bull felt that this was a positive meeting. The first step is to gather information from individual areas. Rachael Tatlow indicated that it needs to be a parish-wide project and it is important that the group manages to engage with hard to reach citizens in the parish. Cllr Hallows is to compile a spreadsheet outlining individual issues within all four wards of the parish. Cllr Bull reported that it is likely to be a 2 year long process unless the parish council wishes to contribute some money towards improvements. Last year an outline plan was drawn up for Duporth Road and the parking issue in Porthpean Beach Road should be fairly simple to resolve as the temporary cones have proved helpful the last couple of summers. Cllr Bull stressed that residents will be involved in the process.

(b) History Working Party

The Charlestown History Group has had a revised quote of approximately £4,000 for a survey of South Polmeor Mine and have asked the parish council for a £1,000 contribution. The Chairman said that as the matter was not on the agenda, it will be discussed at next month's council meeting but in the meantime he pointed out that as it wasn't considered a priority by the Cornwall Buildings at Risk Group, the council would need a clear explanation of why the group would like to undertake the survey and an explanation of the benefit and who would benefit. A member of the public indicated that the History Group would be fundraising to help finance the survey.

(c) Environment and Climate Crisis Working Party

(i) It was **RESOLVED to allocate £250 towards the purchase of resources for the group. The Clerk suggested that a supply of high viz tabards printed with the parish council's name and Diggers and Doers would be a good idea as this would raise public awareness of the group.** Cllr Sue Leach offered to help the group should they wish to make any grant applications to outside bodies.

(ii) Cllr Bull reported on a meeting of the working party held on 12 December. There has been a good response to the recently distributed flyers and the group has started to clear brambles from the pavement hedge adjacent to the cemetery. It is hoped to plant daffodils in Crinnis Road next week. The group would like to use existing social media platforms to advertise their events. The group would like to sow some wild flower seeds, initially in Chandlers Walk as there is an area of community land there. A discussion took place around whether the group should have a separate budget but the Clerk pointed out that this would not be in accordance with the group's Terms of Reference. Money can be allocated by the parish council but expenditure needs to be approved by the council and orders placed through the Clerk. A full copy of the meeting notes is available on the council's website.

(13/096) Highways Matters

There were no highways matters to report.

(21/097) Financial Matters

(a) Grant Funding Request from Light up Charlestown

It was **RESOLVED to make a grant of £250 to Light up Charlestown for the purchase of additional Christmas lights.** It was noted that the Shipwreck Treasure Museum has offered to match fund any grant the parish council gives.

(b) It was noted that the Annual Audit has now been completed.

(c) Emergency repairs have been made to the front of the noticeboard outside Alan Leather's office under the Clerk's delegated powers and it was **RESOLVED to authorise this expenditure.**

(d) The Clerk reported that the perspex front cover of the noticeboard in Higher Porthpean has become opaque and it was **RESOLVED to authorise expenditure on replacing the cover.**

(e) Remembrance Day

It was **RESOLVED to purchase a wreath to be laid at the new memorial plaque at Higher Porthpean.**

(f) The current financial position was noted and the following payments for September and October were ratified.

SWW	Water for hall	£	27.50
SWW	Water for toilets	£	103.50
Lloyds Bank	Credit card - <i>see note</i>	£	158.61
BT	Telephone and internet	£	83.28
BT	Monthly mobile phone charges	£	24.00
SSE	1/4ly electricity bill for toilets	£	125.56
Information Commissioner's Office	Data Protection renewal fee	£	35.00
Cornwall Waste Solutions Ltd	Waste collection	£	79.20
Vision ICT	Website hosting Sept 21 - Aug 22	£	240.00
Royal Mail	Reply Paid service (parish consultation)	£	76.75
Lyreco	Toilet rolls and cleaning rolls	£	169.43
Lyreco	Toilet Rolls and blue tac	£	57.22
S Leach	Timer for meetings	£	5.99
SLCC Enterprises	Legionella Training	£	60.00
Argos Fire Protection	Fire extinguisher annual service	£	101.64
Fowey Systems	Fire alarm testing and annual service - Pattern Hall	£	120.00
Staffing and oncosts	Staffing and oncosts	£	£2,639.91
Blenheims Estate & Asset Management	Foundry Parc amenity charge	£	21.11
SWW	Water for hall	£	27.50
SWW	Water for toilets	£	103.50
Lloyds Bank	Credit card - <i>see note</i>	£	159.04
BT	Telephone and internet	£	83.28
BT	Monthly mobile phone charges	£	24.00
Fintec	Quarterly lease on photocopier	£	136.91
ITEC	Photocopy charges Aug - Sept	£	32.90
ITEC	Photocopy charges Sept - Oct	£	10.81
Cornwall Signs	Replacement front for noticeboard in Charlestown Road	£	138.00
Lyreco	Toilet rolls and printer paper	£	172.79
Lyreco	Toilet rolls and diaries	£	133.14
Cornwall Waste Solutions	Refuse collection	£	79.20
Vision ICT	Biennial renewal fee for gov.uk domain	£	78.00
Complete Weed Control	Pavement weed spraying	£	252.00
PKF Littlejohn LLP	External Audit	£	360.00
Cornwall Council	Parish consultation printing and mailing charge	£	546.69
Staffing and oncosts	Various	£	2,564.73

*It was noted that credit card receipts were checked by Cllr Chatterjee on 20 October.

Cllr Bailey left the meeting at 6.55pm

(21/098) Meetings/Training Attended

24 September – The Clerk attended Legionella training

8 October – Cllr Chatterjee attended Heligan – Eden Multi Trails meeting. Cllr Chatterjee reported that the group is hoping to install e-bike charging points around Cornwall.

12 October – Environment and Climate Crisis Working Party

12 – 14 October – The Clerk attended the SLCC National Conference. The Clerk thanked the council for funding her attendance, which she found very beneficial. The Clerk reminded members not to use personal email accounts for parish council matters.

14 October – History Working Party

15 October – Traffic Working Party

(21/099) Correspondence

A list of correspondence had been previously circulated and in addition the following correspondence was received after publication of the agenda:

- Complaint about people walking dogs in the Regatta field – this will be raised at the next Regatta Working Party meeting
- Invitation to take part in the Cornwall AONB Monumental Improvement survey

(21/100) Dates for the Diary

26 October – Regatta Working Party

27 or 29 October – Diggers and Doers daffodil planting

4 November – Traffic Working Party

7 November – History Working Party Battery Recharge clearance work

9 November – Environment and Climate Crisis Working Party

11 November – St Austell and Mevagissey Community Network Panel meeting. The Clerk asked for volunteers to attend

16 November – Cllrs Bailey and Norris to attend Code of Conduct training

16 November – Diggers and Doers Coffee morning

(21/101) Dates of future Parish Council Meetings

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

The meeting closed at 7.00 pm

.....
Chairman

.....
Date

TO: Town & Parish Clerks in St Austell & Mevagissey Community Network

We wrote to you recently about the exciting People's Climate Festival for Mid Cornwall on 27 November in St Austell, at Cornwall College St Austell. The aim is to provide information and opportunity for people to engage with ways they can become more carbon neutral in a fun and interactive way. For those parish councils who have declared a climate emergency, the aim of this event is to support you in taking action to meet that priority. There is a graphic attached and a Facebook event page here <https://www.facebook.com/events/1383336978734711/?ref=newsfeed> – please do promote this far and wide.

The event will have stalls, films and speakers – something for everyone! We want people to be aware of the causes and impacts of the Climate Emergency, then to ask themselves:

1) What is my own carbon footprint and what can I change in my own daily life to reduce it? (e.g. home energy, travel, work, shopping)
2) Can I do anything in my local community or workplace? (e.g. setting up a car-share scheme)

3) How can I use my voice to push for change on a Cornwall-wide or nationwide scale? (e.g. responding to Council and Government consultations or writing letters to Councillors and MPs)

The themes of the events are:

- How we create and use energy
- How we enhance our environment
- How we reduce waste
- How we travel
- How we consume
- How we live
- How we work

This event was proposed and agreed by a joint meeting of Community Networks earlier this year. There is a working group planning this including Cornwall College St Austell, Three Bays Wildlife Trust, Plastic Free St Austell and a number of local climate action groups from the mid Cornwall area including St Austell, Pentewan Valley, St Austell Bay, Mevagissey and Lostwithiel.

We would like to request funding support of £50-100 each from parish councils in the mid Cornwall area (4 Community Networks) to help cover the costs of this event which are:

Venue hire - £764 (discounted by 20%)

Film licenses - £200

First aid cover - £200

Publicity - £200

Children's Entertainment - £250

Total - £1614

This is the bare minimum needed – if additional funds are available we will increase the publicity and entertainment budgets appropriately. The Carbon Neutral team have confirmed £1000 towards these costs but we still need additional funds to make the event a success.

We hope you will consider this request favourably – we are excited about the opportunities this presents for helping all our parishes become more carbon neutral by promoting low carbon choices and encouraging people to change their behaviour.

On behalf of the People Climate Festival working group

Helen Nicholson, Tasha Davis, Zoe Bernard-John, Caitlin Lord
Community Link Officers in mid Cornwall
Cornwall Council - Localism Service

Agenda Item 16(b)(i)

St Austell Bay Parish Council Climate *Crisis Action Plan* 2021

1. Introduction

In June 2019 (19/031) St Austell Bay Parish Council declared a Climate Emergency. *It is proposed to make the following changes to the 2019 plan.*

The Parish Council *will*:

- 1.1 *Endeavour* to make St Austell Bay Parish Council carbon neutral by 2030.
- 1.2 Call on Westminster and Cornwall Council to provide the powers and resources to make the 2030 target possible.
- 1.3 Work with partners and other government bodies to deliver this goal through all relevant strategic plans and to implement best practice methods to limit global warming to less than 1.5 degrees C.
- 1.4 *Regularly review and update the actions needed* to address this emergency.
- 1.5 *Consider* climate change *to be at the forefront of all decision making. All planning applications to be determined with regard to the policies contained the in St Austell Bay* Neighbourhood Plan, *particularly,* Renewable Energy and Climate Change, Natural Environment, Housing, Transport and Traffic and Business.

2. The Environment and Climate Crisis Action Group (ECCAG)

In July 2019 (19/055) St Austell Bay Parish Council resolved to set up a working party (Climate Change Project/Project 2020 Focus Group). *This group has been renamed as the Environment and Climate Crisis Action Group (ECCAG) and currently consists of* Cllrs Reynolds, *Bull and Chatterjee* together with Pat Smith. *The aim of the group is to steer* the Parish Council and community *towards reducing* their carbon footprint *and prioritise environmental and sustainable issues.*

3. Update

In order to deliver the resolutions of the Parish Council, the Council is asked to agree the following actions *updated from the 2019* St Austell Bay Climate Change Action Plan;

The Parish Council should:

- 3.1 *Use the Impact Community Carbon Calculator (Exeter University) to* measure and manage the carbon footprint of the Parish and Parish Council. St Austell Bay Parish Council will seek to benchmark current carbon output, *identify potential reductions* and track progress from this data.
- 3.2 Review its asset base in terms of direct and community assets including buildings and facilities and commit to minimising energy demand *in connection with these assets. Switch* to a *100%* renewable energy provider *when the current contract expires,* for any asset for which they are responsible that has a power or heat demand, i.e. Pattern Hall and Toilets.
- 3.3 Prioritise carbon reduction and climate change impact mitigation as an evaluation criterion for all future financial decision-making including contract award and future precept and other funding allocation determination.

3.4 Ensure that all the appropriate **policies** in the **St Austell Bay** Neighbourhood Plan **are used in determining planning applications.**

3.5 Work with other volunteer groups **to further the parish council's aims e.g. Diggers and Doers, Charlestown Chums, Charlestown History Group, Chandlers Walk Garden, Charlestown Regatta Committee and Carbon Action St Austell (CASA).**

3.6 Work with partners and other local stakeholders to ensure that public areas such as open spaces & play areas are more natural, needing less maintenance, and the maintenance of footpath and public areas balance the needs of habitat management, e.g. cut less grass & verges, rewild areas instead. This will reduce the need to mow (thereby reducing carbon emissions and cost) and will help support biodiversity, carbon sequestration and our struggling insect populations.

3.7 Review the use of weedkillers and other chemicals in green spaces, roadsides and pathways. Explore practical, natural methods of weed suppression or allow weeds to thrive and enjoy them - many are beautiful and important food for wildlife.

3.8 **Encourage tree planting to maximise** carbon capture.

3.9 Seek to use available green spaces for community growing projects.

3.10 Encourage the installation of bird, **bat** and insect boxes and **promote wildlife corridors.**

3.11 Explore energy use and alternatives - ground source heat pumps etc. Ensure renewable energy provision, high energy efficiency and community-led projects are prioritised **and supported. Wherever possible identify**, support or develop local clean energy projects, particularly community led, with funding or council backing which will deliver benefits for local parishioners. Promote the **installation of electrical vehicles charging points.**

3.12 **Aim to** provide support and educational information to parishioners to enable individual and group carbon reduction action. Promote carbon saving measures via the Parish Council website, **poster campaigns, appropriate social media** or by arranging advice **workshops/surgeries.**

3.13 Act as a voice for the community to raise concerns and to share lessons with higher levels of government. Communicate government consultations/legislation back to the community.

3.14 Encourage and promote the use of recycling facilities, such as at the Pattern Hall (Batteries, printer cartridges etc), Litter picks and Beach Cleans etc.

3.15 Encourage and promote the installation of LED/low energy light bulbs in the Pattern Hall and Toilets.

3.16 **Strive to use** LOAF **products** (Local, organic, animal friendly, fairly traded). Use recycled paper and environmentally friendly cleaning products.

3.17 Show corporate and individual leadership to reduce our carbon footprint.

3.18 Actively review the above actions, together with the actions in Climate Change! What can your Council Do? (Previously circulated, but copies will be available at the meeting)

Agenda Item 21 - Correspondence received since the last meeting

- Cornwall Council's Town and Parish Council newsletters
- Let's Talk Rubbish – Invitation to take part in a survey from Clean Cornwall
- Invitation to attend Cornwall Council planning training
- Prosperous Cornwall 2050 – an invitation to take part in a survey from Cornwall Council
- Details of Eden's Festival of Discovery
- Notification that Cornwall Council's Climate Emergency DPD is now ready for submission for independent examination in public
-

Dear Councillor

You are summoned to attend a **Meeting of St Austell Bay Parish Council** to be held on **Thursday 18 November 2021** at **6.00 pm** in **The Pattern Hall, Charlestown Road.**

Julie Larter

Julie Larter
Clerk
11 November 2021

07873 383400
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 21 October 2021

Pages 4-9

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

(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 applications and any planning applications received after publication of this agenda:

(i) PA21/08772 – Land NE of St Levan's Church, Porthpean:
Construction of a 3/4 bedroom house on domestic recreation land

(ii) PA21/10976 – 5 Garden Walk: Cutting back of Horse Chestnut tree

(b) To note the situation regarding the following planning applications:

(i) PA20/09731 – 4 Garden Walk, Duporth: Construction of single storey extension with new sun terrace above and alterations to existing property *(revised plans)*

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

9. Neighbourhood Plan

To note that the Strategic Group has now been disbanded and to authorise expenditure on printing hard copies of the Plan

10. People's Climate Festival

To consider a request from Cornwall Council for a donation towards the cost of the event

Page 10

11. South West Coast Path Closure

To note the current situation

12. Porthpean Beach

To consider undertaking work to tidy up an area at the rear of

13. Queens Platinum Jubilee

To consider how to celebrate the jubilee

14. Defibrillator

To ratify discussions held in 2016 and 2017 to fund the annual maintenance charge for a public access defibrillator on the Duporth estate

15. Working Parties

(a) Traffic Working Party

*To note membership of the group and discuss the outcome of a meeting held on 4 November and to action accordingly
(Cllr Bull)*

(b) Environment and Climate Crisis Working Party

(i) To consider adopting amendments to the Climate Emergency Action Plan

*(ii) To receive a verbal report of a meeting held on 2 November
(Cllr Reynolds)*

Pages 11 -13

(c) Regatta Working Party

*To receive a verbal report of a meeting held on 26 October
(Clerk)*

16. Highways Matters

To note any concerns

17. Financial Matters

(a) To consider a draft budget for 2022/23 and determine the amount of precept required

Appendix (i)

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

Appendix (ii)

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 12

20. Dates for the Diary

To note any forthcoming dates for members' diaries

21. Dates of future Parish Council Meetings

16 December, 20 January, 17 February, 17 March, 21 April

MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 21 October 2021 at 6.00pm in The Pattern Hall

Present: Cllrs Bill Leach (Chairman), Sue Leach, Nick Foster, Nigel Chatterjee, Jackie Bull, Mike Norris, Sandie Bailey

In attendance: Cllr James Mustoe CC; 6 members of the public.

(21/084) Apologies for Absence

Apologies were received from Cllrs Reynolds and Hallows.

(21/085) Minutes of a Meeting of the Parish Council held on 9 September 2021

It was **RESOLVED** that the minutes of a Meeting of the Parish Council held on 9 September 2021 be signed as an accurate record of the meeting.

(21/086) Matters to Note

The Clerk reported that Helen Nicholson, Cornwall Council's Community Link Officer as moved areas and the new CLO is Caitlin Lord. The Clerk was asked to write to Ms Nicholson thanking her for all her help in the past, particularly in the early stages of the neighbourhood plan and for her help during the Covid crisis.

The Council's application for a Landmark Tree has been successful and it had previously been agreed that this will be planted in the Regatta field. The Council has authorised the purchase of 2 additional trees, one for each ward. Cllr Reynolds has suggested that the Porthpean and Trenarren tree is planted at Carrickowel Point and asked for suggested locations in Duporth.

(21/087) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(21/088) Chairman's Announcements

The Chairman apologised for bringing the time of the meeting forward.

The Chairman said how impressed he was with the development at the old coal yard. However he mentioned that he had been driving along Charlestown Road and a pedestrian stepped off one of the paths to the rear of the cottages straight onto the road. He had been of the view that there was going to be a path inside the wall running parallel to the road, with just one exit onto Charlestown Road instead of individual exits. The Clerk was asked to check the plans.

The Chairman said that Cormac have set up a storage compound in the Regatta field in connection with the east cliff reparation works.

(21/089) Cornwall Councillor's Report

Cllr Mustoe said that he is pleased to be working with the parish council and Cormac regarding traffic and parking issues across the parish. He has met with residents from Quay Road to discuss parking and planning issues. Cllr Mustoe reported that he led a campaign at County Hall to have the affordability assessment fee for people purchasing affordable homes removed, and he was delighted that this has now happened. The Chairman thanked Cllr Mustoe for championing this important issue. Cllr Mustoe's full report is available on the parish council website.

(21/090) Public Participation

A member of the public expressed concern about planning application PA21/07841 relating to 179 Charlestown Road. The member of the public commented that in his opinion some of the information contained within the planning application was incorrect – the old orchard has not always been part of 179 and he did not wish to see any development on the site. The member of the public was concerned that there were no plans showing the proposed elevations contained in the application.

(21/091) Planning Applications and Related Matters

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

The Chairman and Cllrs Leach and Foster attended a site meeting and said that the amended plans still gave cause for concern. It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) stating that the parish council objects to the proposal on the grounds of sight lines, general bulk and lack of neighbour amenity caused by overlooking and noise.**

(ii) PA21/07474 – Polmear Farm, 32 Quay Road: Conversion of existing garages to form ancillary self-contained accommodation to Polmear Farm

It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) stating that the parish council has no objections to the proposal.**

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

It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) with the following comment:**

The parish council strongly objects to the proposed development. 179 Charlestown Road is situated in a prominent position and acts as the gateway into Charlestown. The land upon which the proposed development is planned did not form part of the original curtilage of the property, is outside the Development Boundary and therefore should remain undeveloped. St Austell Bay Parish Council considers that the summerhouse is oversized and poses a risk of overlooking and noise nuisance to neighbours. As previously stated, this is outside the Development Boundary and there is no public gain to the development.

(iv) PA21/07953 – 181 Charlestown Road: Works to trees covered by a TPO namely Group (G1) – unmanaged group of trees and laurel shrubs – 1 Silver Birch, 1 Beech, 1 Lime and laurels – crown raise to 4m for access, to remove branches resting on the boundary fence and to be able to manage the ground around the trees

The Clerk was asked to contact the planning officer to seek a further explanation of why the works were necessary and the scope of the proposed work.

(b) Update on 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
It was noted that this application has now been withdrawn.

(c) St Austell Bay Neighbourhood Plan

It was noted that the Plan had been approved at referendum. Councillors wished their thanks to the Strategic Group and volunteers be formally minuted. The Clerk was asked to write to all the volunteers thanking them for their help.

(21/092) Consultation on the Regulation of Jet Skis

It was **RESOLVED** that the Clerk should respond to the Government's consultation with the following comments:

St Austell Bay Parish Council welcomes the opportunity to comment on proposals to strengthen enforcement of the dangerous use of recreation and personal watercraft.

There has been local comment on the increase in the use of jet skis (private watercraft – PWC) in the St Austell Bay area with potential for conflict with recreational swimmers, other boat users, fishing, mussel farming activities and wildlife. The local increase in use is on trend with the UK wide figures where you report approximately 14 – 16,000 PWC with about 1,200 new craft arriving each year.

Although in our experience the riding of PWC is, in most cases, conducted sensibly and safely, the number of serious incidents has been increasing and there have been incidents reported in St Austell Bay involving conflict between jet skis and swimmers.

Your consultation offers 4 options and Option 3 is our preference. Furthermore, we would like to suggest that it should be compulsory for PWC users to have adequate insurance. Safety of swimmers will only be achieved through clearly identifiable areas (a system of buoys) to separate PWC from less visible and vulnerable swimmers who share the same inshore water space. Finally, we believe that mandatory registration is essential to achieving the aim of safer operation of PWC.

(21/093) Cornwall AONB Unit: A Monumental Improvement

The parish council has been asked to provide a letter of support for the AONB's application to the National Lottery Heritage Project for grant funding. **It was RESOLVED that the Clerk should send such a letter, referring specifically to Black Head Fort.**

(21/094) South West Coast Path

The Clerk reported that all affected landowners have now agreed to the rollback and legal formalities are underway. It is not anticipated that the path will re-open until the new year due to weather constraints.

(21/095) Working Parties

(a) Traffic Working Party

- (i) Draft Terms of Reference had been previously circulated and were agreed.
- (ii) Meeting held on 15 October 2021

Cllr Bull reported on the first meeting of the working party, held on 15 October. Cllr Bull felt that this was a positive meeting. The first step is to gather information from individual areas. Rachael Tatlow indicated that it needs to be a parish-wide project and it is important that the group manages to engage with hard to reach citizens in the parish. Cllr Hallows is to compile a spreadsheet outlining individual issues within all four wards of the parish. Cllr Bull reported that it is likely to be a 2 year long process unless the parish council wishes to contribute some money towards improvements. Last year an outline plan was drawn up for Duporth Road and the parking issue in Porthpean Beach Road should be fairly simple to resolve as the temporary cones have proved helpful the last couple of summers. Cllr Bull stressed that residents will be involved in the process.

(b) History Working Party

The Charlestown History Group has had a revised quote of approximately £4,000 for a survey of South Polmeor Mine and have asked the parish council for a £1,000 contribution. The Chairman said that as the matter was not on the agenda, it will be discussed at next month's council meeting but in the meantime he pointed out that as it wasn't considered a priority by the Cornwall Buildings at Risk Group, the council would need a clear explanation of why the group would like to undertake the survey and an explanation of the benefit and who would benefit. A member of the public indicated that the History Group would be fundraising to help finance the survey.

(c) Environment and Climate Crisis Working Party

(i) It was **RESOLVED to allocate £250 towards the purchase of resources for the group. The Clerk suggested that a supply of high viz tabards printed with the parish council's name and Diggers and Doers would be a good idea as this would raise public awareness of the group.** Cllr Sue Leach offered to help the group should they wish to make any grant applications to outside bodies.

(ii) Cllr Bull reported on a meeting of the working party held on 12 December. There has been a good response to the recently distributed flyers and the group has started to clear brambles from the pavement hedge adjacent to the cemetery. It is hoped to plant daffodils in Crinnis Road next week. The group would like to use existing social media platforms to advertise their events. The group would like to sow some wild flower seeds, initially in Chandlers Walk as there is an area of community land there. A discussion took place around whether the group should have a separate budget but the Clerk pointed out that this would not be in accordance with the group's Terms of Reference. Money can be allocated by the parish council but expenditure needs to be approved by the council and orders placed through the Clerk. A full copy of the meeting notes is available on the council's website.

(13/096) Highways Matters

There were no highways matters to report.

(21/097) Financial Matters

(a) Grant Funding Request from Light up Charlestown

It was **RESOLVED to make a grant of £250 to Light up Charlestown for the purchase of additional Christmas lights.** It was noted that the Shipwreck Treasure Museum has offered to match fund any grant the parish council gives.

(b) It was noted that the Annual Audit has now been completed.

(c) Emergency repairs have been made to the front of the noticeboard outside Alan Leather's office under the Clerk's delegated powers and it was **RESOLVED to authorise this expenditure.**

(d) The Clerk reported that the perspex front cover of the noticeboard in Higher Porthpean has become opaque and it was **RESOLVED to authorise expenditure on replacing the cover.**

(e) Remembrance Day

It was **RESOLVED to purchase a wreath to be laid at the new memorial plaque at Higher Porthpean.**

(f) The current financial position was noted and the following payments for September and October were ratified.

SWW	Water for hall	£	27.50
SWW	Water for toilets	£	103.50
Lloyds Bank	Credit card - <i>see note</i>	£	158.61
BT	Telephone and internet	£	83.28
BT	Monthly mobile phone charges	£	24.00
SSE	1/4ly electricity bill for toilets	£	125.56
Information Commissioner's Office	Data Protection renewal fee	£	35.00
Cornwall Waste Solutions Ltd	Waste collection	£	79.20
Vision ICT	Website hosting Sept 21 - Aug 22	£	240.00
Royal Mail	Reply Paid service (parish consultation)	£	76.75
Lyreco	Toilet rolls and cleaning rolls	£	169.43
Lyreco	Toilet Rolls and blue tac	£	57.22
S Leach	Timer for meetings	£	5.99
SLCC Enterprises	Legionella Training	£	60.00
Argos Fire Protection	Fire extinguisher annual service	£	101.64
Fowey Systems	Fire alarm testing and annual service - Pattern Hall	£	120.00
Staffing and oncosts	Staffing and oncosts	£	£2,639.91
Blenheims Estate & Asset Management	Foundry Parc amenity charge	£	21.11
SWW	Water for hall	£	27.50
SWW	Water for toilets	£	103.50
Lloyds Bank	Credit card - <i>see note</i>	£	159.04
BT	Telephone and internet	£	83.28
BT	Monthly mobile phone charges	£	24.00
Fintec	Quarterly lease on photocopier	£	136.91
ITEC	Photocopy charges Aug - Sept	£	32.90
ITEC	Photocopy charges Sept - Oct	£	10.81
Cornwall Signs	Replacement front for noticeboard in Charlestown Road	£	138.00
Lyreco	Toilet rolls and printer paper	£	172.79
Lyreco	Toilet rolls and diaries	£	133.14
Cornwall Waste Solutions	Refuse collection	£	79.20
Vision ICT	Biennial renewal fee for gov.uk domain	£	78.00
Complete Weed Control	Pavement weed spraying	£	252.00
PKF Littlejohn LLP	External Audit	£	360.00
Cornwall Council	Parish consultation printing and mailing charge	£	546.69
Staffing and oncosts	Various	£	2,564.73

*It was noted that credit card receipts were checked by Cllr Chatterjee on 20 October.

Cllr Bailey left the meeting at 6.55pm

(21/098) Meetings/Training Attended

24 September – The Clerk attended Legionella training

8 October – Cllr Chatterjee attended Heligan – Eden Multi Trails meeting. Cllr Chatterjee reported that the group is hoping to install e-bike charging points around Cornwall.

12 October – Environment and Climate Crisis Working Party

12 – 14 October – The Clerk attended the SLCC National Conference. The Clerk thanked the council for funding her attendance, which she found very beneficial. The Clerk reminded members not to use personal email accounts for parish council matters.

14 October – History Working Party

15 October – Traffic Working Party

(21/099) Correspondence

A list of correspondence had been previously circulated and in addition the following correspondence was received after publication of the agenda:

- Complaint about people walking dogs in the Regatta field – this will be raised at the next Regatta Working Party meeting
- Invitation to take part in the Cornwall AONB Monumental Improvement survey

(21/100) Dates for the Diary

26 October – Regatta Working Party

27 or 29 October – Diggers and Doers daffodil planting

4 November – Traffic Working Party

7 November – History Working Party Battery Recharge clearance work

9 November – Environment and Climate Crisis Working Party

11 November – St Austell and Mevagissey Community Network Panel meeting. The Clerk asked for volunteers to attend

16 November – Cllrs Bailey and Norris to attend Code of Conduct training

16 November – Diggers and Doers Coffee morning

(21/101) Dates of future Parish Council Meetings

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

The meeting closed at 7.00 pm

.....
Chairman

.....
Date

TO: Town & Parish Clerks in St Austell & Mevagissey Community Network

We wrote to you recently about the exciting People's Climate Festival for Mid Cornwall on 27 November in St Austell, at Cornwall College St Austell. The aim is to provide information and opportunity for people to engage with ways they can become more carbon neutral in a fun and interactive way. For those parish councils who have declared a climate emergency, the aim of this event is to support you in taking action to meet that priority. There is a graphic attached and a Facebook event page here <https://www.facebook.com/events/1383336978734711/?ref=newsfeed> – please do promote this far and wide.

The event will have stalls, films and speakers – something for everyone! We want people to be aware of the causes and impacts of the Climate Emergency, then to ask themselves:

1) What is my own carbon footprint and what can I change in my own daily life to reduce it? (e.g. home energy, travel, work, shopping)

2) Can I do anything in my local community or workplace? (e.g. setting up a car-share scheme)

3) How can I use my voice to push for change on a Cornwall-wide or nationwide scale? (e.g. responding to Council and Government consultations or writing letters to Councillors and MPs)

The themes of the events are:

- How we create and use energy
- How we enhance our environment
- How we reduce waste
- How we travel
- How we consume
- How we live
- How we work

This event was proposed and agreed by a joint meeting of Community Networks earlier this year. There is a working group planning this including Cornwall College St Austell, Three Bays Wildlife Trust, Plastic Free St Austell and a number of local climate action groups from the mid Cornwall area including St Austell, Pentewan Valley, St Austell Bay, Mevagissey and Lostwithiel.

We would like to request funding support of £50-100 each from parish councils in the mid Cornwall area (4 Community Networks) to help cover the costs of this event which are:

Venue hire - £764 (discounted by 20%)

Film licenses - £200

First aid cover - £200

Publicity - £200

Children's Entertainment - £250

Total - £1614

This is the bare minimum needed – if additional funds are available we will increase the publicity and entertainment budgets appropriately. The Carbon Neutral team have confirmed £1000 towards these costs but we still need additional funds to make the event a success.

We hope you will consider this request favourably – we are excited about the opportunities this presents for helping all our parishes become more carbon neutral by promoting low carbon choices and encouraging people to change their behaviour.

On behalf of the People Climate Festival working group

Helen Nicholson, Tasha Davis, Zoe Bernard-John, Caitlin Lord
Community Link Officers in mid Cornwall
Cornwall Council - Localism Service

Agenda Item 16(b)(i)

St Austell Bay Parish Council Climate *Crisis Action Plan* 2021

1. Introduction

In June 2019 (19/031) St Austell Bay Parish Council declared a Climate Emergency. *It is proposed to make the following changes to the 2019 plan.*

The Parish Council *will*:

- 1.1 *Endeavour* to make St Austell Bay Parish Council carbon neutral by 2030.
- 1.2 Call on Westminster and Cornwall Council to provide the powers and resources to make the 2030 target possible.
- 1.3 Work with partners and other government bodies to deliver this goal through all relevant strategic plans and to implement best practice methods to limit global warming to less than 1.5 degrees C.
- 1.4 *Regularly review and update the actions needed* to address this emergency.
- 1.5 *Consider* climate change *to be at the forefront of all decision making. All planning applications to be determined with regard to the policies contained the in St Austell Bay* Neighbourhood Plan, *particularly*, Renewable Energy and Climate Change, Natural Environment, Housing, Transport and Traffic and Business.

2. The Environment and Climate Crisis Action Group (ECCAG)

In July 2019 (19/055) St Austell Bay Parish Council resolved to set up a working party (Climate Change Project/Project 2020 Focus Group). *This group has been renamed as the Environment and Climate Crisis Action Group (ECCAG) and currently consists of* Cllrs Reynolds, *Bull and Chatterjee* together with Pat Smith. *The aim of the group is to steer* the Parish Council and community *towards reducing* their carbon footprint *and prioritise environmental and sustainable issues.*

3. Update

In order to deliver the resolutions of the Parish Council, the Council is asked to agree the following actions *updated from the 2019* St Austell Bay Climate Change Action Plan;

The Parish Council should:

- 3.1 *Use the Impact Community Carbon Calculator (Exeter University) to* measure and manage the carbon footprint of the Parish and Parish Council. St Austell Bay Parish Council will seek to benchmark current carbon output, *identify potential reductions* and track progress from this data.
- 3.2 Review its asset base in terms of direct and community assets including buildings and facilities and commit to minimising energy demand *in connection with these assets. Switch* to a *100%* renewable energy provider *when the current contract expires*, for any asset for which they are responsible that has a power or heat demand, i.e. Pattern Hall and Toilets.
- 3.3 Prioritise carbon reduction and climate change impact mitigation as an evaluation criterion for all future financial decision-making including contract award and future precept and other funding allocation determination.

3.4 Ensure that all the appropriate **policies** in the **St Austell Bay** Neighbourhood Plan **are used in determining planning applications.**

3.5 Work with other volunteer groups **to further the parish council's aims e.g. Diggers and Doers, Charlestown Chums, Charlestown History Group, Chandlers Walk Garden, Charlestown Regatta Committee and Carbon Action St Austell (CASA).**

3.6 Work with partners and other local stakeholders to ensure that public areas such as open spaces & play areas are more natural, needing less maintenance, and the maintenance of footpath and public areas balance the needs of habitat management, e.g. cut less grass & verges, rewild areas instead. This will reduce the need to mow (thereby reducing carbon emissions and cost) and will help support biodiversity, carbon sequestration and our struggling insect populations.

3.7 Review the use of weedkillers and other chemicals in green spaces, roadsides and pathways. Explore practical, natural methods of weed suppression or allow weeds to thrive and enjoy them - many are beautiful and important food for wildlife.

3.8 **Encourage tree planting to maximise** carbon capture.

3.9 Seek to use available green spaces for community growing projects.

3.10 Encourage the installation of bird, **bat** and insect boxes and **promote wildlife corridors.**

3.11 Explore energy use and alternatives - ground source heat pumps etc. Ensure renewable energy provision, high energy efficiency and community-led projects are prioritised **and supported. Wherever possible identify**, support or develop local clean energy projects, particularly community led, with funding or council backing which will deliver benefits for local parishioners. Promote the **installation of electrical vehicles charging points.**

3.12 **Aim to** provide support and educational information to parishioners to enable individual and group carbon reduction action. Promote carbon saving measures via the Parish Council website, **poster campaigns, appropriate social media** or by arranging advice **workshops/surgeries.**

3.13 Act as a voice for the community to raise concerns and to share lessons with higher levels of government. Communicate government consultations/legislation back to the community.

3.14 Encourage and promote the use of recycling facilities, such as at the Pattern Hall (Batteries, printer cartridges etc), Litter picks and Beach Cleans etc.

3.15 Encourage and promote the installation of LED/low energy light bulbs in the Pattern Hall and Toilets.

3.16 **Strive to use** LOAF **products** (Local, organic, animal friendly, fairly traded). Use recycled paper and environmentally friendly cleaning products.

3.17 Show corporate and individual leadership to reduce our carbon footprint.

3.18 Actively review the above actions, together with the actions in Climate Change! What can your Council Do? (Previously circulated, but copies will be available at the meeting)

Agenda Item 21 - Correspondence received since the last meeting

- Cornwall Council's Town and Parish Council newsletters
- Let's Talk Rubbish – Invitation to take part in a survey from Clean Cornwall
- Invitation to attend Cornwall Council planning training
- Prosperous Cornwall 2050 – an invitation to take part in a survey from Cornwall Council
- Details of Eden's Festival of Discovery
- Notification that Cornwall Council's Climate Emergency DPD is now ready for submission for independent examination in public
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