

Dear Councillor

You are summoned to attend a **Meeting of St Austell Bay Parish Council** to be held on **Thursday 17 March 2022** at **6.00 pm** in **The Pattern Hall, Charlestown Road.**

Julie Larter

Julie Larter
Clerk
10 March 2022

07873 383400
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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 10 February 2022**
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

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

(i) PA22/01531 – Charlestown Harbour: Erection of a single camera column and installation of an ANPR camera to aid management of the car park. Erection of signage to allow effective management of the car park

(ii) PA22/01532 – Charlestown Harbour: Advertisements for parking information signs, informing the users of the car park the enforcement regime utilised on the site. Signs are installed according to the British Parking Association requirements

(iii) PA22/01715 – Land known as The Orchard (Adjacent to Lovering Clay Dry), Quay Road: Application for Outline Planning Permission with all matter reserved for the construction of up to 3 dwellings and associated works

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

(i) PA21/09839 – The Old Orchard, Ropewalk Lane: Formation of a detached dwelling

It is noted that amended plans have been submitted to Cornwall Council and the planning officer is awaiting a response from the Conservation Officer. Unless the Conservation Officer's report is available prior to the meeting, the parish council will not be discussing this application at this meeting

(ii) PA21/11667 – Trevean, Porthpean Beach Road: Outline application for a single dwelling plus associated works

(iii) PA21/12089 – Southwinds, Porthpean Beach Road: Construction of a single storey, combined use annexe holiday let with associated terrace within the north-west amenity

(iv) PA22/00352 – The Retreat, Porthpean Beach Road: Extensions and general alterations including replacement roof

(v) PA21/08772 – Land NE of St Levan’s Church, Porthpean: Construction of a 3/4 bedroom house on domestic recreation land
Planning permission has been refused

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

(vii) PA21/10601 – The Longstore, Charlestown Road: Retrospective permission for the retention of an existing gabion wall to include new stone cladding and raised planter
Planning Permission has been refused

9. South West Coast Path Closure

To receive an update on the current situation

10. The Queen’s Platinum Jubilee

To receive an update and authorise expenditure

11. The Ledrah

To consider whether to submit an application to Cornwall Council for The Ledrah to be placed on the Council’s list of Assets of Community Value

12. Porthpean Beach

(a) To consider installing benches on the cleared area to the rear of the beach and authorise expenditure if necessary

(b) To note the current situation regarding a request for a defibrillator

13. Working Parties

(a) Traffic Working Party

To note progress with recording data from the recent traffic survey

(b) Environment and Climate Crisis Working Party

To receive a report

(c) History Working Party

To note a report on a meeting held on 4 March

and to consider amending the Terms of Reference for the working party

Previously circulated

Appendix (i)

14. Highways Matters

(a) Public Rights of Way

To note the following:

(i) Confirmation of the making of Public Path Order relating to Footpath 26 (Crinnis Road – Quay Road)

(ii) Making of Public Path Orders relating to Footpath 16 (part) extinguishing and Footpath 16 (part) Diversion (land south of Coastguard Cottages) and to consider whether to make and representations or objections

(b) Temporary No Parking Cones

To consider requesting Cormac to place no parking cones on Duporth Road and Porthpean Beach Road for the summer season as in previous years

(b) Duporth Road
To note that a road closure application has been submitted

(c) To note any concerns

15. Financial Matters

(i) Asset Register:

To review the parish council's Asset Register

Appendix (ii)

(ii) Insurance

To agree that that the current level of insurance cover is sufficient and to renew policy

To follow

(iii) *To note that the Local Government Pay Settlement for 2021-22 has been agreed.*

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

Appendix (iii)

16. Meetings/Training Attended

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

17. Correspondence

To note correspondence received since the last meeting

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18. Dates for the Diary

To note any forthcoming dates for members' diaries

19. Dates of future Parish Council Meetings

21 April (the Annual Parish Meeting will be held prior to the meeting), 17 March, 21 April, 19 May, 16 June, 21 July, 15 September, 20 October, 17 November, 15 December

MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 10 FEBRUARY 2022 at 6.00pm in The Pattern Hall

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

In attendance: Cllr James Mustoe CC; Caitlin Lord (Community Link Officer, CC), Julie Larter (Clerk), 1 member of the public.

(21/144) Apologies for Absence

Apologies were received from Cllrs Reynolds and Foster.

(21/145) Minutes of a Meeting of the Parish Council held on 20 January 2022

It was **RESOLVED** that the minutes of a Meeting of the Parish Council held on 20 January 2022 be signed as an accurate record of the meeting.

(21/146) Matters to Note

The Clerk said that she was sorry to report that PCSO Julie Carpenter is no longer looking after the parish as she now has a job on the front desk at Newquay Police Station. PCSO Carpenter's post will not be filled as there are now more neighbourhood beat officers in the area.

The Clerk reported that the parish council's application to list the Rashleigh car park has been successful. The Clerk has been liaising with Graeme Kirkham and Victoria Robinson to amend the draft Charlestown Character Appraisal and Management Plan to include this addition. Ms Robinson has now written her report in support of the document and it is with her manager for approval before being passed to the Portfolio Holder to sign it off.

Concern had been raised about the length of time it was taking to make the Order to redirect the SWCP between Charlestown and the Battery and following a virtual meeting she attended with the Chairman and Cllr Mustoe, a timetable has been agreed between Cornwall Council and the land owner.

The Clerk is going to arrange to have all the Covid signs in Charlestown removed and councillors confirmed that they are happy with this course of action.

The Clerk had previously reported that the defibrillator at the Pier House was available 24/7 but Cllr Hallows was concerned at the lack of signage regarding this. He offered to write to St Austell Brewery to ask if some signs could be put up.

(21/147) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(21/148) Chairman's Announcements

The Chairman congratulated Cllr Leach on the successful Lottery bid for Jubilee celebration funding.

(21/149) Cornwall Councillor's Report

Cllr Mustoe reported that he has contacted the highways officer to offer his support to the parish council's request for Porthpean Beach Road to be included in the Community Network Highways Scheme. Cllr Mustoe gave an update on works to the SWCP in the forthcoming weeks. Cllr Mustoe also reported on the new code of conduct for private car parks. Cllr Mustoe's full report can be seen on the parish council's website.

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The Chairman welcomed Caitlin Lord to the meeting.

(21/150) Public Participation

No members of the public wished to speak.

(21/151) Planning Applications and Related Matters

(a) (i) PA22/00352 – The Retreat, Porthpean Beach Road: Extensions and general alterations including replacement roof

It was **RESOLVED that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the parish council objected to the 2019 application and it objects to this current application even though the council recognises the comments of the planning officer. The parish council is extremely concerned about the desecration of the landscape of Lower Porthpean.**

(ii) PA21/12768 – The Battery: Listed Building Consent for Phase 2 improvement of the site's amenity value with improved public access and historical interpretation.

It was **RESOLVED that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the parish council supports this application.**

(iii) PA22/00524 – Duporth Lodge, The Drive, Duporth: Work to 3 trees subject to a TPO – T1 Rhododendron prune back to hedge line to improve visibility at junction; T2 Hawthorn cut back to suitable growth point within hedge line to improve visibility at junction; T3 Holly remove two minor branches to prevent high sided vehicles striking

It was **RESOLVED that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the parish council has no objections to the application.**

(b) The Clerk gave an update on the following planning applications:

(i) PA21/09839 – The Old Orchard, Ropewalk Lane: Formation of a detached dwelling
No update was available.

(ii) PA21/11667 – Trevean, Porthpean Beach Road: Outline application for a single dwelling plus associated works

The planning officer is going to recommend approval of this application.

(iii) PA21/12089 – Southwinds, Porthpean Beach Road: Construction of a single storey, combined use annexe holiday let with associated terrace within the north-west amenity
The planning officer is minded to approve this application and will be issuing a 5 day protocol in the next few days

(iv) PA20/09948 – The Retreat, Porthpean Beach Road: Detached dwelling with internal garage submission following outline approval PA19/08946 but with increased plot size
A 5 day protocol letter has been received and the parish council has asked Cllr Mustoe to call the application in for determination by the Planning Committee.

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

No update was available.

(vi) PA20/09731 – 4 Garden Walk, Duporth: Construction of single storey extension with new sun terrace above and alterations to existing property
The planning officer is recommending approval of this application.

(vii) PA21/07841: 179 Charlestown Road: Proposed summer house and decking
No update was available.

(viii) PA21/10601 – The Longstore, Charlestown Road: Retrospective permission for the retention of an existing gabion wall to include new stone cladding and raised planter
No update was available. Cllr Mustoe offered to chase this matter.

Cllr Hallows asked Cllr Mustoe when Cornwall Council changed its policy whereby it gives senior planning officers the discretion over which applications can be called in. Cllr Hallows, supported by other councillors felt that the ultimate decision should rest with the divisional member as they had been democratically elected to speak on behalf of the community. The Clerk was asked to write to Cllr Mustoe requesting him to ask Cornwall Council to consider changing its policy.

(21/152) South West Coast Path Closure

The legal process is progressing.

(21/153) Queens Platinum Jubilee Celebrations

Cllr Sue Leach thanked councillors for their suggestions for Jubilee celebrations and outlined the Lottery Fund bid she had submitted which included funding for up to 10 street parties, a Jubilee beacon and event, a torchlight parade, a Jubilee trail in Charlestown, 3 benches plus their installation. Cllr Leach explained that there was sufficient funding available for a firework display if Cllr Hallows could find an appropriate person. Cllr Hallows reported that he has spoken to Colette at the harbour and she has provisionally agreed that a beacon can be lit in the vicinity of the harbour. Cllr Hallows said that he has spoken to some business owners regarding a Jubilee trail and will follow this up – he suggested that the trail could remain in place after the celebrations have finished using QR codes. Cllr Hallows will put together a plan when the lottery money has been received. Cllr Hallows will also pursue the prospect of a firework display and the Clerk will speak to the council's insurers.

It was reported that interest in holding street parties has already been received from mid-Charlestown (Merchants Quarter down to Duporth Road – properties on both sides of the road) Chandlers Walk, Duporth Bay, Duporth estate, Higher Porthpean, Lower Porthpean, and Trenarren. Other areas may well come forward in the near future. The Clerk is to design a poster asking local groups to contact her if they would like to apply for money to hold a street party.

It was **RESOLVED to accept the proposals above.** Cllr Leach thanked Cllr Hallows for all his help.

The Jubilee celebration is to be a standing agenda item.

(21/154) Carrickowel Point

Councillors noted the Clerk's report and it was **RESOLVED to approach Cornwall Council with a view to entering into a licence agreement to maintain Carrickowel Point on the understanding that liability for trees and cliff safety**

would remain with Cornwall Council. The Clerk reported that Cormac will undertake some initial clearance work later this month.

(21/155) Council Governance: Personnel and Staffing Committee Terms of Reference

Amendments were made to the draft document and it was **RESOLVED to adopt amended Terms of Reference.**

(21/156) Working Parties

(a) Traffic Working Party

The Clerk reported that the traffic survey was currently live with a closing date of 21 February. 48 responses have been received so far. Cllrs Bull and Chatterjee will collate the data and present it to the Traffic Working Party before forwarding it to the Highways Manager.

(b) Environment and Climate Crisis Working Party

Cllr Chatterjee reported that following the parish council's discussion last month regarding the Rame Green Guide, the working party has decided it will produce a monthly poster disseminating information. The Chairman asked Cllr Chatterjee to ensure that the content was run past the parish council first. The working party would like to use social media to spread the word and Cllr Chatterjee said that the group should take a cautious approach to this and once again consult the parish council before proceeding.

(21/157) Highways Matters

No highways concerns were raised.

(21/158) Financial Matters

The current financial position was noted and the following payments were authorised:

02/02/2022	DD	Blenheims Estate	Foundry Parc Amenity Charge	£	21.11
12/02/2022	DD	Lloyds Bank	Credit card*	£	21.17
22/02/2021	DD	SWW	Water for toilets	£	103.50
27/02/2022	DD	BT	Mobile phone	£	24.00
15/02/2022	DD	BT	Telephone and internet	£	83.28
14/02/2022	DD	SSE	Quarterly Electricity for toilets	£	77.72
10/02/2022	BACS	Lyreco	Labels for traffic survey	£	32.47
10/02/2022	BACS	Biffa	Annual litter bin service Charlestown Road bin	£	126.98
10/02/2022	BACS	CWS	Waste disposal	£	19.80
10/02/2022	BACS	Graeme Kirkham	Revision and formatting for Charlestown CAMP	£	175.00
10/02/2022	BACS	Staff AMPS Electrical	February salaries and oncosts	£	2,080.43
10/02/2022	BACS	Services Ltd	Repairs to heater in The Pattern Hall	£	115.44
10/02/2022	BACS	Cornwall Signs	Replacement front for Higher Porthpean notice board	£	138.00

It was noted that Cllr Chatterjee checked the credit card receipts on 2 February 2022.

(21/159) Meetings/Training Attended

21 January – The Clerk attended Cornwall Council’s Casework Assist training
1 February – The Chairman and Clerk attended a meeting with Cornwall Council to expedite the adoption of the new section of SWCP to the Battery
2 February – Environment and Climate Change Working Party met

(21/160) Correspondence

A list of correspondence had been previously circulated. In addition, the following has been received:

- Report from Lanteglos-by-Fowey parish council regarding Cornwall’s housing crisis. The Clerk will arrange an informal meeting of councillors to discuss the report.
- Request from Stephens and Stephens for help with the interpretation boards which are to be situated at The Nest. The Clerk has put them in touch with Andy Trudgian, Syd Allen and Malcolm Neill.

(21/161) Dates for the Diary

18 February – Battery Recharge
22 February – Diggers and Doers will meet at Carrickowel Point
24 March – St Austell and Mevagissey Community Network Panel Meeting (Penwinnick House)

(21/162) Dates of future Parish Council Meetings

17 March, 21 April 2022

The meeting closed at 7.58 pm

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Chairman

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Date

Correspondence Received

The following correspondence has been received since the last meeting

- Invitation to attend the AGM of Cornwall Association of Local Councils
- Details of On Your Bike – cycling skills and maintenance course on 4 March
- Cornwall Council’s Pledge for Nature
- Mevagissey Parish Council Housing Manifesto
- Invitation to attend Cornwall Council planning training
- Advice from CALC around support for Ukraine
- CALC training bulletin
- Invitation to attend Cornwall Council’s Pledge for Nature Campaign Emergency Summit
- Cornwall Council Town and Parish Council warning about cyber security
- Complaint from a member of the public expressing concern about the lack of rules at Porthpean Beach and that there is no beach line to separate boats from bathers
- Request for dog waste bins in Charlestown