

Dear Councillor

You are summoned to attend a **Meeting** of **St Austell Bay Parish Council** to be held on **Thursday 29 September 2022** at **6.00 pm** in **The Pattern Hall, Charlestown Road.**

Julie Larter

Julie Larter

Clerk

22 September 2022

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 July 2022

To resolve that the minutes of the above meeting be signed as a correct record of the meeting.

Pages 5-9

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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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's Report

To receive a report from Cllr James Mustoe, CC

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) PA22/08067 – Seascape, Porthpean Beach Road: Proposed garage, snug, porch and store

(ii) PA22/06460 – 4 Ridgewood Close: Proposed 2 storey extension to the rear of the property and internal works providing a new kitchen area, utility room and creating open plan living accommodation with an additional en-suite and larger bedrooms to the first floor

(iii) PA22/07679 – 67 Duporth Bay: Works to a tree subject to a TPO for Turkey Oak T1, crown reduction to East, West, and South sides reducing by 3m to maintain balance and equalise growth around the tree leaving a final spread of approximately 10m and to remove any potential dangerous branches

(iv) PA22/08197 – Polmear Farm, 32 Quay Road: Listed Building Consent for conversion of existing garages to form ancillary self contained accommodation to Polmear Farm

(v) PA22/01715 – Land known as the Orchard (adjacent to Lovering Clay Dry), Quay Road: Application for Outline Planning Permission with all matters reserved for the construction of up to 3 dwellings and associated works (amended plans) *Indicative plans have been received*

(b) Planning Appeals

PA21/08772 – Construction of a 3-4 bedroom house on domestic recreation ground

An appeal has been lodged with the Planning Inspectorate – the council has submitted additional comments, agreed by email circulation

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

(i) PA22/03359 and 03360 – 14 Quay Road: Construction of glazed roof extension to the rear of existing house and outbuildings

(ii) PA22/02532 – Land north east of recreation ground, Church Road: Development of 4 dwellings with associated road, garage/carport and parking *5 day protocol letter received, the council has asked Cllr Mustoe to call the application in for determination by the Planning Committee*

(iii) PA22/02533 – Land to east of Charlestown Road: Construction of 2 detached houses with associated drives and parking *5 day protocol letter received – the parish council has asked Cllr Mustoe to call the application in for determination by the Planning Committee*

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

9. South West Coast Path Closure

To receive a verbal update on the current situation

10. Community Right to Bid

To consider whether to apply to Cornwall Council for Charlestown Harbour and the cask banks for inclusion in their list of Assets of Community Value

Appendix (i)

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12. Civility and Respect

(i) To consider signing up to the Civility and Respect Pledge, developed by the National Association of Local Councils, the Society of Local Council Clerks and Cornwall Association of Local Councils

Appendix (ii)

(ii) To adopt a Dignity at Work Policy

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13. Appointment of Councillors to Committees/Working Parties

To ratify the following appointments

(i) Staffing Committee – Cllr Wright to replace Cllr Norris

(ii) Internal Control Checks – Cllrs Hallows and Reynolds to replace Cllr Chatterjee

14. The Pattern Hall

To consider a request from St Austell Art Group to install a picture rail on the internal walls

15. Working Parties

History Working Party

To receive a report and consider expenditure

To follow

16. Highways Matters

(i) Charlestown Street Trees

To receive an update and authorise any expenditure

(ii) Waste bin at the junction of Mill Lane and Porthpean Road

To consider not replacing the bin

(iii) To note any Highways concerns

17. Financial Matters

(i) To note the conclusion of the Annual Audit

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(ii) To authorise expenditure on hard copies of the Charlestown Character Assessment and Management Plan

(iii) To authorise expenditure on a replacement notice board for Porthpean Beach Road

(iv) To authorise expenditure on daffodil bulbs for the Diggers and Doers

(v) To ratify the purchase of a baby changing unit for The Pattern Hall

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(vi) To authorise payments for August and September and note the current balances

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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

20 October, 17 November, 15 December

22. Exclusion of Public and Press

Under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and Press will be excluded from the meeting as the item to be discussed is confidential

23. Staffing Arrangements

To consider recommendations from the Staffing Committee

MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 21 JULY 2022 at 6.00pm in The Pattern Hall, Charlestown

Present: Trudy Reynolds, Nick Foster, Jackie Bull, Sandie Bailey

In the absence of the Chairman, Cllr Bull chaired the meeting.

In attendance: Cllr James Mustoe, CC, Julie Larter (Clerk), 1 member of the public.

(22/038) Apologies for Absence

Apologies had been received from the Chairman, Cllr Sue Leach and Cllr Richard Hallows. Councillors sent their best wishes to the Chairman and Cllr Leach and hoped that they made a speedy recovery from illness.

(22/039) Minutes of a meeting the Parish Council held on 16 June 2022

It was **RESOLVED** that the minutes of the meeting held on 16 June be signed as a correct record of the meeting.

(22/040) Matters to Note

The Clerk reported that the statutory period for calling an election to fill the Charlestown ward vacancy had expired and notices advertising the vacancy will be put up next week.

New benches behind Porthpean beach have now been installed and the 3 Jubilee benches should be delivered by the end of July.

(22/041) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(22/042) Chairman's Announcements

The Chairman had no announcements to make.

(22/043) Cornwall Councillor's Report

Cllr Mustoe gave an update on the Community Network Highways Scheme. Cllr Mustoe also reported that discussions continue regarding a new provider for Porthpean Outdoor Education Centre and it is hoped that an announcement will be made at the end of July. Cornwall Council has confirmed that the public toilets at Porthpean beach will remain open until a new provider takes over. Cllr Mustoe reported on a meeting he had attended regarding the St Austell Local Cycling and Walking Infrastructure Plan and recommendations will be made in the Autumn. Cllr Mustoe gave an update on the SWCP.

Cllr Mustoe's full report can be viewed in the parish council's website.

(22/044) Public Participation

The member of the public did not wish to speak.

(22/045) Planning

(a) No planning applications had been received after publication of the agenda.

(b) Update on

(i) PA22/03359 and 03360 – 14 Quay Road: Construction of glazed roof extension to the rear of existing house and outbuildings

The Planning Officer has received amended plans but they do not address comments made by the Conservation Officer and the Planning Officer is currently liaising with the applicant.

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

This application has been refused

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

Cllr Mustoe is waiting for a response from the Planning Team Leader for the central area.

(22/046) South West Coast Path Closure

The Ramblers have now withdrawn their objections to the Public Path Order. The path on the Eastern side of Charlestown Harbour will re-open at the end of this week and the section on the Western side leading up to Charlestown Battery will be open next week. Site preparation work to re-align the closed section between The Battery and Carrickowel will commence on 8 August and it is hoped to have the whole new stretch open by the end of October.

(22/047) Complaint

The Chairman said that this matter will be discussed in a confidential session at the end of the meeting.

(22/048) Working Parties

(i) Traffic Working Party

Cllr Bull reported that a productive meeting had been held on 23 June with Rachael Tatlow, Highways Manager present. Cllr Bull felt that Ms Tatlow now had a greater understanding of the complexity of parking and traffic in the parish. Ms Tatlow had asked how many residents' parking spaces would be required and Cllr Bull is currently delivering letters to residents in Charlestown Road who do not appear to have their own parking. The next meeting of the working party will be in September when the group will go through the spreadsheet of identified issues line by line to prioritise.

(ii) Environment and Climate Crisis Working Party

- (a) Cllr Reynolds outlined the perceived threats to 2 trees in the plot of land JJ Jones was proposing to build on in Church Road. It was **RESOLVED that the Parish Council should apply to Cornwall Council for a Tree Preservation Order to be made covering a Sweet Chestnut tree and a mature Oak tree.**
- (b) It was agreed to add an index of local businesses and initiatives which promote green consumerism to the council's website. Consideration will need to be given to Data Protection issues.
- (c) There are occasions when lights are left on overnight at the HBQ and Pier House, thereby leading to unnecessary energy consumption and the Clerk was asked to write to both businesses asking them to remember to turn the lights off.

(22/049) Highways

(i) Charlestown Street Trees

Cormac are currently drawing up a scheme to replace two trees in Charlestown Road and have suggested a Judas Tree *Cersis Siliquastrum* and a Tree of Heaven *Ailanthus Altissima*. Councillors were happy with these suggestions. Cormac do not propose installing tree guards and if the parish council would like them, they will have to fund them. Councillors felt they were desirable and the Clerk was asked to ask the Highways Manager for a quote which the Clerk will circulate for agreement.

(ii) Highways Concerns

The Clerk has received an email regarding dangerous driving outside Charlestown School. Cllr Bull suggested it appropriate this issue be added to the spreadsheet for prioritisation alongside all other residents' concerns.

(22/050) – Financial Matters

(i) Grant Funding Request from Cornish Barbarians Rowing Club

It was **RESOLVED to award a grant of £250 to the Cornish Barbarians Rowing Club.**

(ii) Jubilee Celebrations

A breakdown of total expenditure was noted. Cllr Hallows had asked for reimbursement of out of pocket expenses and it was **RESOLVED** to authorise these.

(iii) Review of Automated Payments

A list of automated payments was reviewed.

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

BACS	Sustainable Furniture	Memorial bench (family have reimbursed)	£ 645.00
BACS	Fantastic Fireworks	Balance (Jubilee celebrations)	£3,240.00
BACS	E B Foster	Sound engineer for Jubilee event	£ 130.00
BACS	Kanti Yoga	Refund of payment made by customer	£ 150.00
DD	Xerox Finance	Printer quarterly lease	£ 141.26
DD	SWW	Water for public toilets - monthly charge	£ 193.50
DD	BT	Mobile phone	£ 24.00
DD	BT	Telephone and internet	£ 56.22
DD	Lloyds Bank	Credit card	£ 315.59
BACS	R Hallows	Jubilee Celebrations incidental expenses	£ 125.13
BACS	Cornwall Council	Land Registry Search	£ 6.00
BACS	Cornwall Waste Solutions	Waste disposal	£ 23.98
BACS	Lyreco	Toilet rolls	£ 128.30
BACS	Duchy Defibrillators	Annual monitoring fees - Higher Porthpean & Church hall	£ 456.00
BACS	Biffa	Waste bin servicing - Trenarren	£ 280.80
BACS	KBS Depot	Replacement bin for Mill Lane	£ 230.40
BACS	Vision ICT	Website hosting and support Sept 22-Aug23	£ 258.00
BACS	Mrs J Larter	Postage	£ 21.28
BACS	Staff/HMRC/CPF	Salaries and oncosts	£3,111.40

(v) Toilet Cleaning

It was **RESOLVED to give delegated powers to the Clerk to instigate additional cleans over the summer as required.**

(vi) Society of Local Council Clerks National Conference

It was **RESOLVED that the Clerk could attend the SLCC Annual Conference in November. Carlyon Parish Council will pay 50% of the cost.**

(vii) Replacement Litter Bin for Mill Lane/Porthpean Road

The Clerk reported that the existing bin had been broken or vandalised and she has ordered a replacement which should arrive next week.

(22/051) Co-Option for vacancy in the Duporth ward

It was **RESOLVED to co-opt Christine Wright to fill the current vacancy in the Duporth ward.**

(22/052) Meetings/Training Attended

23 June – Chairman, Cllrs Bull, Foster and Hallows together with the Clerk attended the Traffic Working Party meeting

6 July – Clerk attended an SLCC training day

19 July – Cllr Sue Leach and the Clerk greeted HRH The Duchess of Cornwall when she visited Charlestown School

(22/053) Correspondence

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

- Cornwall Council Town and Parish Council newsletter

- Email from a resident regarding planning applications PA/02532 and PA/02533. The complainant had circulated the email to all councillors prior to the meeting

(22/054) Dates for the Diary

- 28 July Regatta Carnival Judging
- 8 September Community Network Panel Meeting

(22/055) Exclusion of the Public and Press

Under Section (1)(2) of the Public Bodies (Admission of Meetings Act) 1960 it was **RESOLVED to exclude members of the public and press for the following item as it contained confidential information.**

(22/056) Complaint

Details of a complaint about the council's comments regarding PA/02532 and PA/02534 were discussed and following advice, the Clerk was asked to write to the complainant stating that although the parish council is a consultee in planning matters, they were only giving an opinion on applications before them. Cornwall Council is the Planning Authority that determines applications. The parish council will not be withdrawing its original comments.

(22/057) Dates of future Parish Council Meetings

15 September, 20 October, 17 November, 15 December

The meeting closed at 6.55pm

Correspondence Received

The following correspondence has been received since the last meeting

- Complaint regarding the parish council's response to a complaint regarding PA22/02532 and PA22/02533 as discussed at the July meeting
- Details of CALC training programme
- Invitation to attend planning training
- Letter of thanks from Charlestown Regatta for judging the carnival entries
- Invitation to attend Cornwall Council briefings on the Community Levelling Up programme and the Community Capacity and Facilitation Fund
- Invitation to attend In and Beyond for NDP's Climate and Nature Conference
- Notification of a public consultation on Cornwall Council's Statement of Principles under the Gambling Act 2005
- Details of Cornwall Council's Catch the Bus scheme
- Invitation to attend Cornwall Council's Meet the Leader Have Your Say event at Penrice Academy

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It was **RESOLVED to award a grant of £250 to the Cornish Barbarians Rowing Club.**

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A breakdown of total expenditure was noted. Cllr Hallows had asked for reimbursement of out of pocket expenses and it was **RESOLVED** to authorise these.

(iii) Review of Automated Payments

A list of automated payments was reviewed.

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

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6 July – Clerk attended an SLCC training day

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(22/057) Dates of future Parish Council Meetings

15 September, 20 October, 17 November, 15 December

The meeting closed at 6.55pm

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The following correspondence has been received since the last meeting

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- Details of Cornwall Council's Catch the Bus scheme
- Invitation to attend Cornwall Council's Meet the Leader Have Your Say event at Penrice Academy

Dear Councillor

You are summoned to attend a **Meeting** of **St Austell Bay Parish Council** to be held on **Thursday 29 September 2022** at **6.00 pm** in **The Pattern Hall, Charlestown Road**.

Julie Larter

Julie Larter

Clerk

22 September 2022

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 July 2022

To resolve that the minutes of the above meeting be signed as a correct record of the meeting.

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(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

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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's Report

To receive a report from Cllr James Mustoe, CC

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 planning applications any planning applications received after publication of this agenda

(i) PA22/08067 – Seascape, Porthpean Beach Road: Proposed garage, snug, porch and store

(ii) PA22/06460 – 4 Ridgewood Close: Proposed 2 storey extension to the rear of the property and internal works providing a new kitchen area, utility room and creating open plan living accommodation with an additional en-suite and larger bedrooms to the first floor

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(v) PA22/01715 – Land known as the Orchard (adjacent to Lovering Clay Dry), Quay Road: Application for Outline Planning Permission with all matters reserved for the construction of up to 3 dwellings and associated works (amended plans) *Indicative plans have been received*

(b) Planning Appeals

PA21/08772 – Construction of a 3-4 bedroom house on domestic recreation ground

An appeal has been lodged with the Planning Inspectorate – the council has submitted additional comments, agreed by email circulation

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

(i) PA22/03359 and 03360 – 14 Quay Road: Construction of glazed roof extension to the rear of existing house and outbuildings

(ii) PA22/02532 – Land north east of recreation ground, Church Road: Development of 4 dwellings with associated road, garage/carport and parking *5 day protocol letter received, the council has asked Cllr Mustoe to call the application in for determination by the Planning Committee*

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9. South West Coast Path Closure

To receive a verbal update on the current situation

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To consider whether to apply to Cornwall Council for Charlestown Harbour and the cask banks for inclusion in their list of Assets of Community Value

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To discuss Cornwall Council's proposal for a mayor for Cornwall

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(i) To consider signing up to the Civility and Respect Pledge, developed by the National Association of Local Councils, the Society of Local Council Clerks and Cornwall Association of Local Councils

Appendix (ii)

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To ratify the following appointments

(i) Staffing Committee – Cllr Wright to replace Cllr Norris

(ii) Internal Control Checks – Cllrs Hallows and Reynolds to replace Cllr Chatterjee

14. The Pattern Hall

To consider a request from St Austell Art Group to install a picture rail on the internal walls

15. Working Parties

History Working Party

To receive a report and consider expenditure

To follow

16. Highways Matters

(i) Charlestown Street Trees

To receive an update and authorise any expenditure

(ii) Waste bin at the junction of Mill Lane and Porthpean Road

To consider not replacing the bin

(iii) To note any Highways concerns

17. Financial Matters

(i) To note the conclusion of the Annual Audit

Appendix (iv)

(ii) To authorise expenditure on hard copies of the Charlestown Character Assessment and Management Plan

(iii) To authorise expenditure on a replacement notice board for Porthpean Beach Road

(iv) To authorise expenditure on daffodil bulbs for the Diggers and Doers

(v) To ratify the purchase of a baby changing unit for The Pattern Hall

Appendix (v)

(vi) To authorise payments for August and September and note the current balances

18. Meetings/Training Attended

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

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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

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20 October, 17 November, 15 December

22. Exclusion of Public and Press

Under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and Press will be excluded from the meeting as the item to be discussed is confidential

23. Staffing Arrangements

To consider recommendations from the Staffing Committee

MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 21 JULY 2022 at 6.00pm in The Pattern Hall, Charlestown

Present: Trudy Reynolds, Nick Foster, Jackie Bull, Sandie Bailey

In the absence of the Chairman, Cllr Bull chaired the meeting.

In attendance: Cllr James Mustoe, CC, Julie Larter (Clerk), 1 member of the public.

(22/038) Apologies for Absence

Apologies had been received from the Chairman, Cllr Sue Leach and Cllr Richard Hallows. Councillors sent their best wishes to the Chairman and Cllr Leach and hoped that they made a speedy recovery from illness.

(22/039) Minutes of a meeting the Parish Council held on 16 June 2022

It was **RESOLVED** that the minutes of the meeting held on 16 June be signed as a correct record of the meeting.

(22/040) Matters to Note

The Clerk reported that the statutory period for calling an election to fill the Charlestown ward vacancy had expired and notices advertising the vacancy will be put up next week.

New benches behind Porthpean beach have now been installed and the 3 Jubilee benches should be delivered by the end of July.

(22/041) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(22/042) Chairman's Announcements

The Chairman had no announcements to make.

(22/043) Cornwall Councillor's Report

Cllr Mustoe gave an update on the Community Network Highways Scheme. Cllr Mustoe also reported that discussions continue regarding a new provider for Porthpean Outdoor Education Centre and it is hoped that an announcement will be made at the end of July. Cornwall Council has confirmed that the public toilets at Porthpean beach will remain open until a new provider takes over. Cllr Mustoe reported on a meeting he had attended regarding the St Austell Local Cycling and Walking Infrastructure Plan and recommendations will be made in the Autumn. Cllr Mustoe gave an update on the SWCP.

Cllr Mustoe's full report can be viewed in the parish council's website.

(22/044) Public Participation

The member of the public did not wish to speak.

(22/045) Planning

(a) No planning applications had been received after publication of the agenda.

(b) Update on

(i) PA22/03359 and 03360 – 14 Quay Road: Construction of glazed roof extension to the rear of existing house and outbuildings

The Planning Officer has received amended plans but they do not address comments made by the Conservation Officer and the Planning Officer is currently liaising with the applicant.

(ii) PA22/02532 – Land north east of recreation ground, Church Road: Development of 4 dwellings with associated road, garage/carport and parking

The Planning Officer is likely to refuse planning permission.

(iii) PA22/02533 – Land to east of Charlestown Road: Construction of 2 detached houses with associated drives and parking

The Planning Officer is likely to refuse planning permission.

(iv) 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

This application has been invalidated and Enforcement have been informed

(v) 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

This application has been invalidated and Enforcement notified

(vi) 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

The Parish Council has received a 5-day protocol letter as the Planning Officer was minded to approve the application. The Council has responded by saying that it upholds its objection and has asked Cllr Mustoe to call the application in. Cllr Mustoe asked whether councillors have any additional comments to make and Cllr Bull said that although the land in question is outside the WHS, WHS planning guidelines lay importance on whether a proposed application can be seen from the WHS and in this instance it can.

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

This application has been refused

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

Cllr Mustoe is waiting for a response from the Planning Team Leader for the central area.

(22/046) South West Coast Path Closure

The Ramblers have now withdrawn their objections to the Public Path Order. The path on the Eastern side of Charlestown Harbour will re-open at the end of this week and the section on the Western side leading up to Charlestown Battery will be open next week. Site preparation work to re-align the closed section between The Battery and Carrickowel will commence on 8 August and it is hoped to have the whole new stretch open by the end of October.

(22/047) Complaint

The Chairman said that this matter will be discussed in a confidential session at the end of the meeting.

(22/048) Working Parties

(i) Traffic Working Party

Cllr Bull reported that a productive meeting had been held on 23 June with Rachael Tatlow, Highways Manager present. Cllr Bull felt that Ms Tatlow now had a greater understanding of the complexity of parking and traffic in the parish. Ms Tatlow had asked how many residents' parking spaces would be required and Cllr Bull is currently delivering letters to residents in Charlestown Road who do not appear to have their own parking. The next meeting of the working party will be in September when the group will go through the spreadsheet of identified issues line by line to prioritise.

(ii) Environment and Climate Crisis Working Party

- (a) Cllr Reynolds outlined the perceived threats to 2 trees in the plot of land JJ Jones was proposing to build on in Church Road. It was **RESOLVED that the Parish Council should apply to Cornwall Council for a Tree Preservation Order to be made covering a Sweet Chestnut tree and a mature Oak tree.**
- (b) It was agreed to add an index of local businesses and initiatives which promote green consumerism to the council's website. Consideration will need to be given to Data Protection issues.
- (c) There are occasions when lights are left on overnight at the HBQ and Pier House, thereby leading to unnecessary energy consumption and the Clerk was asked to write to both businesses asking them to remember to turn the lights off.

(22/049) Highways

(i) Charlestown Street Trees

Cormac are currently drawing up a scheme to replace two trees in Charlestown Road and have suggested a Judas Tree *Cersis Silliquastrum* and a Tree of Heaven *Ailanthus Altissima*. Councillors were happy with these suggestions. Cormac do not propose installing tree guards and if the parish council would like them, they will have to fund them. Councillors felt they were desirable and the Clerk was asked to ask the Highways Manager for a quote which the Clerk will circulate for agreement.

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22 September 2022

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To consider recommendations from the Staffing Committee

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Present: Trudy Reynolds, Nick Foster, Jackie Bull, Sandie Bailey

In the absence of the Chairman, Cllr Bull chaired the meeting.

In attendance: Cllr James Mustoe, CC, Julie Larter (Clerk), 1 member of the public.

(22/038) Apologies for Absence

Apologies had been received from the Chairman, Cllr Sue Leach and Cllr Richard Hallows. Councillors sent their best wishes to the Chairman and Cllr Leach and hoped that they made a speedy recovery from illness.

(22/039) Minutes of a meeting the Parish Council held on 16 June 2022

It was **RESOLVED** that the minutes of the meeting held on 16 June be signed as a correct record of the meeting.

(22/040) Matters to Note

The Clerk reported that the statutory period for calling an election to fill the Charlestown ward vacancy had expired and notices advertising the vacancy will be put up next week.

New benches behind Porthpean beach have now been installed and the 3 Jubilee benches should be delivered by the end of July.

(22/041) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(22/042) Chairman's Announcements

The Chairman had no announcements to make.

(22/043) Cornwall Councillor's Report

Cllr Mustoe gave an update on the Community Network Highways Scheme. Cllr Mustoe also reported that discussions continue regarding a new provider for Porthpean Outdoor Education Centre and it is hoped that an announcement will be made at the end of July. Cornwall Council has confirmed that the public toilets at Porthpean beach will remain open until a new provider takes over. Cllr Mustoe reported on a meeting he had attended regarding the St Austell Local Cycling and Walking Infrastructure Plan and recommendations will be made in the Autumn. Cllr Mustoe gave an update on the SWCP.

Cllr Mustoe's full report can be viewed in the parish council's website.

(22/044) Public Participation

The member of the public did not wish to speak.

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(a) No planning applications had been received after publication of the agenda.

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(i) PA22/03359 and 03360 – 14 Quay Road: Construction of glazed roof extension to the rear of existing house and outbuildings

The Planning Officer has received amended plans but they do not address comments made by the Conservation Officer and the Planning Officer is currently liaising with the applicant.

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This application has been refused

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- (c) There are occasions when lights are left on overnight at the HBQ and Pier House, thereby leading to unnecessary energy consumption and the Clerk was asked to write to both businesses asking them to remember to turn the lights off.

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(ii) Jubilee Celebrations

A breakdown of total expenditure was noted. Cllr Hallows had asked for reimbursement of out of pocket expenses and it was **RESOLVED** to authorise these.

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It was **RESOLVED to co-opt Christine Wright to fill the current vacancy in the Duporth ward.**

(22/052) Meetings/Training Attended

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6 July – Clerk attended an SLCC training day

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(22/054) Dates for the Diary

- 28 July Regatta Carnival Judging
- 8 September Community Network Panel Meeting

(22/055) Exclusion of the Public and Press

Under Section (1)(2) of the Public Bodies (Admission of Meetings Act) 1960 it was **RESOLVED to exclude members of the public and press for the following item as it contained confidential information.**

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(22/057) Dates of future Parish Council Meetings

15 September, 20 October, 17 November, 15 December

The meeting closed at 6.55pm

Correspondence Received

The following correspondence has been received since the last meeting

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- Invitation to attend planning training
- Letter of thanks from Charlestown Regatta for judging the carnival entries
- Invitation to attend Cornwall Council briefings on the Community Levelling Up programme and the Community Capacity and Facilitation Fund
- Invitation to attend In and Beyond for NDP's Climate and Nature Conference
- Notification of a public consultation on Cornwall Council's Statement of Principles under the Gambling Act 2005
- Details of Cornwall Council's Catch the Bus scheme
- Invitation to attend Cornwall Council's Meet the Leader Have Your Say event at Penrice Academy

Dear Councillor

You are summoned to attend a **Meeting** of **St Austell Bay Parish Council** to be held on **Thursday 29 September 2022** at **6.00 pm** in **The Pattern Hall, Charlestown Road**.

Julie Larter

Julie Larter

Clerk

22 September 2022

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 July 2022

To resolve that the minutes of the above meeting be signed as a correct record of the meeting.

Pages 5-9

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's Report

To receive a report from Cllr James Mustoe, CC

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) PA22/08067 – Seascape, Porthpean Beach Road: Proposed garage, snug, porch and store

(ii) PA22/06460 – 4 Ridgewood Close: Proposed 2 storey extension to the rear of the property and internal works providing a new kitchen area, utility room and creating open plan living accommodation with an additional en-suite and larger bedrooms to the first floor

(iii) PA22/07679 – 67 Duporth Bay: Works to a tree subject to a TPO for Turkey Oak T1, crown reduction to East, West, and South sides reducing by 3m to maintain balance and equalise growth around the tree leaving a final spread of approximately 10m and to remove any potential dangerous branches

(iv) PA22/08197 – Polmear Farm, 32 Quay Road: Listed Building Consent for conversion of existing garages to form ancillary self contained accommodation to Polmear Farm

(v) PA22/01715 – Land known as the Orchard (adjacent to Lovering Clay Dry), Quay Road: Application for Outline Planning Permission with all matters reserved for the construction of up to 3 dwellings and associated works (amended plans) *Indicative plans have been received*

(b) Planning Appeals

PA21/08772 – Construction of a 3-4 bedroom house on domestic recreation ground

An appeal has been lodged with the Planning Inspectorate – the council has submitted additional comments, agreed by email circulation

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

(i) PA22/03359 and 03360 – 14 Quay Road: Construction of glazed roof extension to the rear of existing house and outbuildings

(ii) PA22/02532 – Land north east of recreation ground, Church Road: Development of 4 dwellings with associated road, garage/carport and parking *5 day protocol letter received, the council has asked Cllr Mustoe to call the application in for determination by the Planning Committee*

(iii) PA22/02533 – Land to east of Charlestown Road: Construction of 2 detached houses with associated drives and parking *5 day protocol letter received – the parish council has asked Cllr Mustoe to call the application in for determination by the Planning Committee*

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

9. South West Coast Path Closure

To receive a verbal update on the current situation

10. Community Right to Bid

To consider whether to apply to Cornwall Council for Charlestown Harbour and the cask banks for inclusion in their list of Assets of Community Value

Appendix (i)

11. A Mayor for Cornwall

To discuss Cornwall Council's proposal for a mayor for Cornwall

12. Civility and Respect

(i) To consider signing up to the Civility and Respect Pledge, developed by the National Association of Local Councils, the Society of Local Council Clerks and Cornwall Association of Local Councils

Appendix (ii)

(ii) To adopt a Dignity at Work Policy

Appendix (iii)

13. Appointment of Councillors to Committees/Working Parties

To ratify the following appointments

(i) Staffing Committee – Cllr Wright to replace Cllr Norris

(ii) Internal Control Checks – Cllrs Hallows and Reynolds to replace Cllr Chatterjee

14. The Pattern Hall

To consider a request from St Austell Art Group to install a picture rail on the internal walls

15. Working Parties

History Working Party

To receive a report and consider expenditure

To follow

16. Highways Matters

(i) Charlestown Street Trees

To receive an update and authorise any expenditure

(ii) Waste bin at the junction of Mill Lane and Porthpean Road

To consider not replacing the bin

(iii) To note any Highways concerns

17. Financial Matters

(i) To note the conclusion of the Annual Audit

Appendix (iv)

(ii) To authorise expenditure on hard copies of the Charlestown Character Assessment and Management Plan

(iii) To authorise expenditure on a replacement notice board for Porthpean Beach Road

(iv) To authorise expenditure on daffodil bulbs for the Diggers and Doers

(v) To ratify the purchase of a baby changing unit for The Pattern Hall

Appendix (v)

(vi) To authorise payments for August and September and note the current balances

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 10

20. Dates for the Diary

To note any forthcoming dates for members' diaries

21. Dates of future Parish Council Meetings

20 October, 17 November, 15 December

22. Exclusion of Public and Press

Under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and Press will be excluded from the meeting as the item to be discussed is confidential

23. Staffing Arrangements

To consider recommendations from the Staffing Committee

MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 21 JULY 2022 at 6.00pm in The Pattern Hall, Charlestown

Present: Trudy Reynolds, Nick Foster, Jackie Bull, Sandie Bailey

In the absence of the Chairman, Cllr Bull chaired the meeting.

In attendance: Cllr James Mustoe, CC, Julie Larter (Clerk), 1 member of the public.

(22/038) Apologies for Absence

Apologies had been received from the Chairman, Cllr Sue Leach and Cllr Richard Hallows. Councillors sent their best wishes to the Chairman and Cllr Leach and hoped that they made a speedy recovery from illness.

(22/039) Minutes of a meeting the Parish Council held on 16 June 2022

It was **RESOLVED** that the minutes of the meeting held on 16 June be signed as a correct record of the meeting.

(22/040) Matters to Note

The Clerk reported that the statutory period for calling an election to fill the Charlestown ward vacancy had expired and notices advertising the vacancy will be put up next week.

New benches behind Porthpean beach have now been installed and the 3 Jubilee benches should be delivered by the end of July.

(22/041) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(22/042) Chairman's Announcements

The Chairman had no announcements to make.

(22/043) Cornwall Councillor's Report

Cllr Mustoe gave an update on the Community Network Highways Scheme. Cllr Mustoe also reported that discussions continue regarding a new provider for Porthpean Outdoor Education Centre and it is hoped that an announcement will be made at the end of July. Cornwall Council has confirmed that the public toilets at Porthpean beach will remain open until a new provider takes over. Cllr Mustoe reported on a meeting he had attended regarding the St Austell Local Cycling and Walking Infrastructure Plan and recommendations will be made in the Autumn. Cllr Mustoe gave an update on the SWCP.

Cllr Mustoe's full report can be viewed in the parish council's website.

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The member of the public did not wish to speak.

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(i) PA22/03359 and 03360 – 14 Quay Road: Construction of glazed roof extension to the rear of existing house and outbuildings

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Clerk

22 September 2022

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To ratify the following appointments

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14. The Pattern Hall

To consider a request from St Austell Art Group to install a picture rail on the internal walls

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History Working Party

To receive a report and consider expenditure

To follow

16. Highways Matters

(i) Charlestown Street Trees

To receive an update and authorise any expenditure

(ii) Waste bin at the junction of Mill Lane and Porthpean Road

To consider not replacing the bin

(iii) To note any Highways concerns

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(i) To note the conclusion of the Annual Audit

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To note correspondence received since the last meeting

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To note any forthcoming dates for members' diaries

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20 October, 17 November, 15 December

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Under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and Press will be excluded from the meeting as the item to be discussed is confidential

23. Staffing Arrangements

To consider recommendations from the Staffing Committee

MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 21 JULY 2022 at 6.00pm in The Pattern Hall, Charlestown

Present: Trudy Reynolds, Nick Foster, Jackie Bull, Sandie Bailey

In the absence of the Chairman, Cllr Bull chaired the meeting.

In attendance: Cllr James Mustoe, CC, Julie Larter (Clerk), 1 member of the public.

(22/038) Apologies for Absence

Apologies had been received from the Chairman, Cllr Sue Leach and Cllr Richard Hallows. Councillors sent their best wishes to the Chairman and Cllr Leach and hoped that they made a speedy recovery from illness.

(22/039) Minutes of a meeting the Parish Council held on 16 June 2022

It was **RESOLVED** that the minutes of the meeting held on 16 June be signed as a correct record of the meeting.

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The Clerk reported that the statutory period for calling an election to fill the Charlestown ward vacancy had expired and notices advertising the vacancy will be put up next week.

New benches behind Porthpean beach have now been installed and the 3 Jubilee benches should be delivered by the end of July.

(22/041) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(22/042) Chairman's Announcements

The Chairman had no announcements to make.

(22/043) Cornwall Councillor's Report

Cllr Mustoe gave an update on the Community Network Highways Scheme. Cllr Mustoe also reported that discussions continue regarding a new provider for Porthpean Outdoor Education Centre and it is hoped that an announcement will be made at the end of July. Cornwall Council has confirmed that the public toilets at Porthpean beach will remain open until a new provider takes over. Cllr Mustoe reported on a meeting he had attended regarding the St Austell Local Cycling and Walking Infrastructure Plan and recommendations will be made in the Autumn. Cllr Mustoe gave an update on the SWCP.

Cllr Mustoe's full report can be viewed in the parish council's website.

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The member of the public did not wish to speak.

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(a) No planning applications had been received after publication of the agenda.

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This application has been refused

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Cllr Mustoe is waiting for a response from the Planning Team Leader for the central area.

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The Chairman said that this matter will be discussed in a confidential session at the end of the meeting.

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It was **RESOLVED to award a grant of £250 to the Cornish Barbarians Rowing Club.**

(ii) Jubilee Celebrations

A breakdown of total expenditure was noted. Cllr Hallows had asked for reimbursement of out of pocket expenses and it was **RESOLVED** to authorise these.

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A list of automated payments was reviewed.

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BACS	Cornwall Council	Land Registry Search	£ 6.00
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(v) Toilet Cleaning

It was **RESOLVED to give delegated powers to the Clerk to instigate additional cleans over the summer as required.**

(vi) Society of Local Council Clerks National Conference

It was **RESOLVED that the Clerk could attend the SLCC Annual Conference in November. Carlyon Parish Council will pay 50% of the cost.**

(vii) Replacement Litter Bin for Mill Lane/Porthpean Road

The Clerk reported that the existing bin had been broken or vandalised and she has ordered a replacement which should arrive next week.

(22/051) Co-Option for vacancy in the Duporth ward

It was **RESOLVED to co-opt Christine Wright to fill the current vacancy in the Duporth ward.**

(22/052) Meetings/Training Attended

23 June – Chairman, Cllrs Bull, Foster and Hallows together with the Clerk attended the Traffic Working Party meeting

6 July – Clerk attended an SLCC training day

19 July – Cllr Sue Leach and the Clerk greeted HRH The Duchess of Cornwall when she visited Charlestown School

(22/053) Correspondence

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

- Cornwall Council Town and Parish Council newsletter

- Email from a resident regarding planning applications PA/02532 and PA/02533. The complainant had circulated the email to all councillors prior to the meeting

(22/054) Dates for the Diary

- 28 July Regatta Carnival Judging
- 8 September Community Network Panel Meeting

(22/055) Exclusion of the Public and Press

Under Section (1)(2) of the Public Bodies (Admission of Meetings Act) 1960 it was **RESOLVED to exclude members of the public and press for the following item as it contained confidential information.**

(22/056) Complaint

Details of a complaint about the council's comments regarding PA/02532 and PA/02534 were discussed and following advice, the Clerk was asked to write to the complainant stating that although the parish council is a consultee in planning matters, they were only giving an opinion on applications before them. Cornwall Council is the Planning Authority that determines applications. The parish council will not be withdrawing its original comments.

(22/057) Dates of future Parish Council Meetings

15 September, 20 October, 17 November, 15 December

The meeting closed at 6.55pm

Correspondence Received

The following correspondence has been received since the last meeting

- Complaint regarding the parish council's response to a complaint regarding PA22/02532 and PA22/02533 as discussed at the July meeting
- Details of CALC training programme
- Invitation to attend planning training
- Letter of thanks from Charlestown Regatta for judging the carnival entries
- Invitation to attend Cornwall Council briefings on the Community Levelling Up programme and the Community Capacity and Facilitation Fund
- Invitation to attend In and Beyond for NDP's Climate and Nature Conference
- Notification of a public consultation on Cornwall Council's Statement of Principles under the Gambling Act 2005
- Details of Cornwall Council's Catch the Bus scheme
- Invitation to attend Cornwall Council's Meet the Leader Have Your Say event at Penrice Academy

Dear Councillor

You are summoned to attend a **Meeting** of **St Austell Bay Parish Council** to be held on **Thursday 29 September 2022** at **6.00 pm** in **The Pattern Hall, Charlestown Road**.

Julie Larter

Julie Larter

Clerk

22 September 2022

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 July 2022

To resolve that the minutes of the above meeting be signed as a correct record of the meeting.

Pages 5-9

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's Report

To receive a report from Cllr James Mustoe, CC

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) PA22/08067 – Seascape, Porthpean Beach Road: Proposed garage, snug, porch and store

(ii) PA22/06460 – 4 Ridgewood Close: Proposed 2 storey extension to the rear of the property and internal works providing a new kitchen area, utility room and creating open plan living accommodation with an additional en-suite and larger bedrooms to the first floor

(iii) PA22/07679 – 67 Duporth Bay: Works to a tree subject to a TPO for Turkey Oak T1, crown reduction to East, West, and South sides reducing by 3m to maintain balance and equalise growth around the tree leaving a final spread of approximately 10m and to remove any potential dangerous branches

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The Clerk reported that the existing bin had been broken or vandalised and she has ordered a replacement which should arrive next week.

(22/051) Co-Option for vacancy in the Duporth ward

It was **RESOLVED to co-opt Christine Wright to fill the current vacancy in the Duporth ward.**

(22/052) Meetings/Training Attended

23 June – Chairman, Cllrs Bull, Foster and Hallows together with the Clerk attended the Traffic Working Party meeting

6 July – Clerk attended an SLCC training day

19 July – Cllr Sue Leach and the Clerk greeted HRH The Duchess of Cornwall when she visited Charlestown School

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- Email from a resident regarding planning applications PA/02532 and PA/02533. The complainant had circulated the email to all councillors prior to the meeting

(22/054) Dates for the Diary

- 28 July Regatta Carnival Judging
- 8 September Community Network Panel Meeting

(22/055) Exclusion of the Public and Press

Under Section (1)(2) of the Public Bodies (Admission of Meetings Act) 1960 it was **RESOLVED to exclude members of the public and press for the following item as it contained confidential information.**

(22/056) Complaint

Details of a complaint about the council's comments regarding PA/02532 and PA/02534 were discussed and following advice, the Clerk was asked to write to the complainant stating that although the parish council is a consultee in planning matters, they were only giving an opinion on applications before them. Cornwall Council is the Planning Authority that determines applications. The parish council will not be withdrawing its original comments.

(22/057) Dates of future Parish Council Meetings

15 September, 20 October, 17 November, 15 December

The meeting closed at 6.55pm

Correspondence Received

The following correspondence has been received since the last meeting

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- Invitation to attend planning training
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- Details of Cornwall Council's Catch the Bus scheme
- Invitation to attend Cornwall Council's Meet the Leader Have Your Say event at Penrice Academy

Dear Councillor

You are summoned to attend a **Meeting** of **St Austell Bay Parish Council** to be held on **Thursday 29 September 2022** at **6.00 pm** in **The Pattern Hall, Charlestown Road**.

Julie Larter

Julie Larter

Clerk

22 September 2022

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 July 2022

To resolve that the minutes of the above meeting be signed as a correct record of the meeting.

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(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

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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's Report

To receive a report from Cllr James Mustoe, CC

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 planning applications any planning applications received after publication of this agenda

(i) PA22/08067 – Seascape, Porthpean Beach Road: Proposed garage, snug, porch and store

(ii) PA22/06460 – 4 Ridgewood Close: Proposed 2 storey extension to the rear of the property and internal works providing a new kitchen area, utility room and creating open plan living accommodation with an additional en-suite and larger bedrooms to the first floor

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(v) PA22/01715 – Land known as the Orchard (adjacent to Lovering Clay Dry), Quay Road: Application for Outline Planning Permission with all matters reserved for the construction of up to 3 dwellings and associated works (amended plans) *Indicative plans have been received*

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PA21/08772 – Construction of a 3-4 bedroom house on domestic recreation ground

An appeal has been lodged with the Planning Inspectorate – the council has submitted additional comments, agreed by email circulation

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

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9. South West Coast Path Closure

To receive a verbal update on the current situation

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To consider whether to apply to Cornwall Council for Charlestown Harbour and the cask banks for inclusion in their list of Assets of Community Value

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To discuss Cornwall Council's proposal for a mayor for Cornwall

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(i) To consider signing up to the Civility and Respect Pledge, developed by the National Association of Local Councils, the Society of Local Council Clerks and Cornwall Association of Local Councils

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To ratify the following appointments

(i) Staffing Committee – Cllr Wright to replace Cllr Norris

(ii) Internal Control Checks – Cllrs Hallows and Reynolds to replace Cllr Chatterjee

14. The Pattern Hall

To consider a request from St Austell Art Group to install a picture rail on the internal walls

15. Working Parties

History Working Party

To receive a report and consider expenditure

To follow

16. Highways Matters

(i) Charlestown Street Trees

To receive an update and authorise any expenditure

(ii) Waste bin at the junction of Mill Lane and Porthpean Road

To consider not replacing the bin

(iii) To note any Highways concerns

17. Financial Matters

(i) To note the conclusion of the Annual Audit

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(ii) To authorise expenditure on hard copies of the Charlestown Character Assessment and Management Plan

(iii) To authorise expenditure on a replacement notice board for Porthpean Beach Road

(iv) To authorise expenditure on daffodil bulbs for the Diggers and Doers

(v) To ratify the purchase of a baby changing unit for The Pattern Hall

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(vi) To authorise payments for August and September and note the current balances

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

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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

20 October, 17 November, 15 December

22. Exclusion of Public and Press

Under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and Press will be excluded from the meeting as the item to be discussed is confidential

23. Staffing Arrangements

To consider recommendations from the Staffing Committee

MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 21 JULY 2022 at 6.00pm in The Pattern Hall, Charlestown

Present: Trudy Reynolds, Nick Foster, Jackie Bull, Sandie Bailey

In the absence of the Chairman, Cllr Bull chaired the meeting.

In attendance: Cllr James Mustoe, CC, Julie Larter (Clerk), 1 member of the public.

(22/038) Apologies for Absence

Apologies had been received from the Chairman, Cllr Sue Leach and Cllr Richard Hallows. Councillors sent their best wishes to the Chairman and Cllr Leach and hoped that they made a speedy recovery from illness.

(22/039) Minutes of a meeting the Parish Council held on 16 June 2022

It was **RESOLVED** that the minutes of the meeting held on 16 June be signed as a correct record of the meeting.

(22/040) Matters to Note

The Clerk reported that the statutory period for calling an election to fill the Charlestown ward vacancy had expired and notices advertising the vacancy will be put up next week.

New benches behind Porthpean beach have now been installed and the 3 Jubilee benches should be delivered by the end of July.

(22/041) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(22/042) Chairman's Announcements

The Chairman had no announcements to make.

(22/043) Cornwall Councillor's Report

Cllr Mustoe gave an update on the Community Network Highways Scheme. Cllr Mustoe also reported that discussions continue regarding a new provider for Porthpean Outdoor Education Centre and it is hoped that an announcement will be made at the end of July. Cornwall Council has confirmed that the public toilets at Porthpean beach will remain open until a new provider takes over. Cllr Mustoe reported on a meeting he had attended regarding the St Austell Local Cycling and Walking Infrastructure Plan and recommendations will be made in the Autumn. Cllr Mustoe gave an update on the SWCP.

Cllr Mustoe's full report can be viewed in the parish council's website.

(22/044) Public Participation

The member of the public did not wish to speak.

(22/045) Planning

(a) No planning applications had been received after publication of the agenda.

(b) Update on

(i) PA22/03359 and 03360 – 14 Quay Road: Construction of glazed roof extension to the rear of existing house and outbuildings

The Planning Officer has received amended plans but they do not address comments made by the Conservation Officer and the Planning Officer is currently liaising with the applicant.

(ii) PA22/02532 – Land north east of recreation ground, Church Road: Development of 4 dwellings with associated road, garage/carport and parking

The Planning Officer is likely to refuse planning permission.

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This application has been invalidated and Enforcement have been informed

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The Parish Council has received a 5-day protocol letter as the Planning Officer was minded to approve the application. The Council has responded by saying that it upholds its objection and has asked Cllr Mustoe to call the application in. Cllr Mustoe asked whether councillors have any additional comments to make and Cllr Bull said that although the land in question is outside the WHS, WHS planning guidelines lay importance on whether a proposed application can be seen from the WHS and in this instance it can.

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

This application has been refused

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

Cllr Mustoe is waiting for a response from the Planning Team Leader for the central area.

(22/046) South West Coast Path Closure

The Ramblers have now withdrawn their objections to the Public Path Order. The path on the Eastern side of Charlestown Harbour will re-open at the end of this week and the section on the Western side leading up to Charlestown Battery will be open next week. Site preparation work to re-align the closed section between The Battery and Carrickowel will commence on 8 August and it is hoped to have the whole new stretch open by the end of October.

(22/047) Complaint

The Chairman said that this matter will be discussed in a confidential session at the end of the meeting.

(22/048) Working Parties

(i) Traffic Working Party

Cllr Bull reported that a productive meeting had been held on 23 June with Rachael Tatlow, Highways Manager present. Cllr Bull felt that Ms Tatlow now had a greater understanding of the complexity of parking and traffic in the parish. Ms Tatlow had asked how many residents' parking spaces would be required and Cllr Bull is currently delivering letters to residents in Charlestown Road who do not appear to have their own parking. The next meeting of the working party will be in September when the group will go through the spreadsheet of identified issues line by line to prioritise.

(ii) Environment and Climate Crisis Working Party

- (a) Cllr Reynolds outlined the perceived threats to 2 trees in the plot of land JJ Jones was proposing to build on in Church Road. It was **RESOLVED that the Parish Council should apply to Cornwall Council for a Tree Preservation Order to be made covering a Sweet Chestnut tree and a mature Oak tree.**
- (b) It was agreed to add an index of local businesses and initiatives which promote green consumerism to the council's website. Consideration will need to be given to Data Protection issues.
- (c) There are occasions when lights are left on overnight at the HBQ and Pier House, thereby leading to unnecessary energy consumption and the Clerk was asked to write to both businesses asking them to remember to turn the lights off.

(22/049) Highways

(i) Charlestown Street Trees

Cormac are currently drawing up a scheme to replace two trees in Charlestown Road and have suggested a Judas Tree *Cersis Siliquastrum* and a Tree of Heaven *Ailanthus Altissima*. Councillors were happy with these suggestions. Cormac do not propose installing tree guards and if the parish council would like them, they will have to fund them. Councillors felt they were desirable and the Clerk was asked to ask the Highways Manager for a quote which the Clerk will circulate for agreement.

(ii) Highways Concerns

The Clerk has received an email regarding dangerous driving outside Charlestown School. Cllr Bull suggested it appropriate this issue be added to the spreadsheet for prioritisation alongside all other residents' concerns.

(22/050) – Financial Matters

(i) Grant Funding Request from Cornish Barbarians Rowing Club

It was **RESOLVED to award a grant of £250 to the Cornish Barbarians Rowing Club.**

(ii) Jubilee Celebrations

A breakdown of total expenditure was noted. Cllr Hallows had asked for reimbursement of out of pocket expenses and it was **RESOLVED** to authorise these.

(iii) Review of Automated Payments

A list of automated payments was reviewed.

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

BACS	Sustainable Furniture	Memorial bench (family have reimbursed)	£ 645.00
BACS	Fantastic Fireworks	Balance (Jubilee celebrations)	£3,240.00
BACS	E B Foster	Sound engineer for Jubilee event	£ 130.00
BACS	Kanti Yoga	Refund of payment made by customer	£ 150.00
DD	Xerox Finance	Printer quarterly lease	£ 141.26
DD	SWW	Water for public toilets - monthly charge	£ 193.50
DD	BT	Mobile phone	£ 24.00
DD	BT	Telephone and internet	£ 56.22
DD	Lloyds Bank	Credit card	£ 315.59
BACS	R Hallows	Jubilee Celebrations incidental expenses	£ 125.13
BACS	Cornwall Council	Land Registry Search	£ 6.00
BACS	Cornwall Waste Solutions	Waste disposal	£ 23.98
BACS	Lyreco	Toilet rolls	£ 128.30
BACS	Duchy Defibrillators	Annual monitoring fees - Higher Porthpean & Church hall	£ 456.00
BACS	Biffa	Waste bin servicing - Trenarren	£ 280.80
BACS	KBS Depot	Replacement bin for Mill Lane	£ 230.40
BACS	Vision ICT	Website hosting and support Sept 22-Aug23	£ 258.00
BACS	Mrs J Larter	Postage	£ 21.28
BACS	Staff/HMRC/CPF	Salaries and oncosts	£3,111.40

(v) Toilet Cleaning

It was **RESOLVED to give delegated powers to the Clerk to instigate additional cleans over the summer as required.**

(vi) Society of Local Council Clerks National Conference

It was **RESOLVED that the Clerk could attend the SLCC Annual Conference in November. Carlyon Parish Council will pay 50% of the cost.**

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Dear Councillor

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22 September 2022

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Present: Trudy Reynolds, Nick Foster, Jackie Bull, Sandie Bailey

In the absence of the Chairman, Cllr Bull chaired the meeting.

In attendance: Cllr James Mustoe, CC, Julie Larter (Clerk), 1 member of the public.

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Apologies had been received from the Chairman, Cllr Sue Leach and Cllr Richard Hallows. Councillors sent their best wishes to the Chairman and Cllr Leach and hoped that they made a speedy recovery from illness.

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- 8 September Community Network Panel Meeting

(22/055) Exclusion of the Public and Press

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15 September, 20 October, 17 November, 15 December

The meeting closed at 6.55pm

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- Invitation to attend Cornwall Council's Meet the Leader Have Your Say event at Penrice Academy

Dear Councillor

You are summoned to attend a **Meeting** of **St Austell Bay Parish Council** to be held on **Thursday 29 September 2022** at **6.00 pm** in **The Pattern Hall, Charlestown Road.**

Julie Larter

Julie Larter

Clerk

22 September 2022

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

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To resolve that the minutes of the above meeting be signed as a correct record of the meeting.

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(c) Dispensations

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

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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.

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To allow the Chairman to make any announcements

6. Cornwall Councillor's Report

To receive a report from Cllr James Mustoe, CC

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 planning applications any planning applications received after publication of this agenda

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PA21/08772 – Construction of a 3-4 bedroom house on domestic recreation ground

An appeal has been lodged with the Planning Inspectorate – the council has submitted additional comments, agreed by email circulation

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(ii) PA22/02532 – Land north east of recreation ground, Church Road: Development of 4 dwellings with associated road, garage/carport and parking *5 day protocol letter received, the council has asked Cllr Mustoe to call the application in for determination by the Planning Committee*

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To ratify the following appointments

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(ii) Internal Control Checks – Cllrs Hallows and Reynolds to replace Cllr Chatterjee

14. The Pattern Hall

To consider a request from St Austell Art Group to install a picture rail on the internal walls

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To receive a report and consider expenditure

To follow

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(i) Charlestown Street Trees

To receive an update and authorise any expenditure

(ii) Waste bin at the junction of Mill Lane and Porthpean Road

To consider not replacing the bin

(iii) To note any Highways concerns

17. Financial Matters

(i) To note the conclusion of the Annual Audit

Appendix (iv)

(ii) To authorise expenditure on hard copies of the Charlestown Character Assessment and Management Plan

(iii) To authorise expenditure on a replacement notice board for Porthpean Beach Road

(iv) To authorise expenditure on daffodil bulbs for the Diggers and Doers

(v) To ratify the purchase of a baby changing unit for The Pattern Hall

Appendix (v)

(vi) To authorise payments for August and September and note the current balances

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 10

20. Dates for the Diary

To note any forthcoming dates for members' diaries

21. Dates of future Parish Council Meetings

20 October, 17 November, 15 December

22. Exclusion of Public and Press

Under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and Press will be excluded from the meeting as the item to be discussed is confidential

23. Staffing Arrangements

To consider recommendations from the Staffing Committee

MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 21 JULY 2022 at 6.00pm in The Pattern Hall, Charlestown

Present: Trudy Reynolds, Nick Foster, Jackie Bull, Sandie Bailey

In the absence of the Chairman, Cllr Bull chaired the meeting.

In attendance: Cllr James Mustoe, CC, Julie Larter (Clerk), 1 member of the public.

(22/038) Apologies for Absence

Apologies had been received from the Chairman, Cllr Sue Leach and Cllr Richard Hallows. Councillors sent their best wishes to the Chairman and Cllr Leach and hoped that they made a speedy recovery from illness.

(22/039) Minutes of a meeting the Parish Council held on 16 June 2022

It was **RESOLVED** that the minutes of the meeting held on 16 June be signed as a correct record of the meeting.

(22/040) Matters to Note

The Clerk reported that the statutory period for calling an election to fill the Charlestown ward vacancy had expired and notices advertising the vacancy will be put up next week.

New benches behind Porthpean beach have now been installed and the 3 Jubilee benches should be delivered by the end of July.

(22/041) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(22/042) Chairman's Announcements

The Chairman had no announcements to make.

(22/043) Cornwall Councillor's Report

Cllr Mustoe gave an update on the Community Network Highways Scheme. Cllr Mustoe also reported that discussions continue regarding a new provider for Porthpean Outdoor Education Centre and it is hoped that an announcement will be made at the end of July. Cornwall Council has confirmed that the public toilets at Porthpean beach will remain open until a new provider takes over. Cllr Mustoe reported on a meeting he had attended regarding the St Austell Local Cycling and Walking Infrastructure Plan and recommendations will be made in the Autumn. Cllr Mustoe gave an update on the SWCP.

Cllr Mustoe's full report can be viewed in the parish council's website.

(22/044) Public Participation

The member of the public did not wish to speak.

(22/045) Planning

(a) No planning applications had been received after publication of the agenda.

(b) Update on

(i) PA22/03359 and 03360 – 14 Quay Road: Construction of glazed roof extension to the rear of existing house and outbuildings

The Planning Officer has received amended plans but they do not address comments made by the Conservation Officer and the Planning Officer is currently liaising with the applicant.

(ii) PA22/02532 – Land north east of recreation ground, Church Road: Development of 4 dwellings with associated road, garage/carport and parking

The Planning Officer is likely to refuse planning permission.

(iii) PA22/02533 – Land to east of Charlestown Road: Construction of 2 detached houses with associated drives and parking

The Planning Officer is likely to refuse planning permission.

(iv) 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

This application has been invalidated and Enforcement have been informed

(v) 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

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(vi) 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

The Parish Council has received a 5-day protocol letter as the Planning Officer was minded to approve the application. The Council has responded by saying that it upholds its objection and has asked Cllr Mustoe to call the application in. Cllr Mustoe asked whether councillors have any additional comments to make and Cllr Bull said that although the land in question is outside the WHS, WHS planning guidelines lay importance on whether a proposed application can be seen from the WHS and in this instance it can.

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(iii) To authorise expenditure on a replacement notice board for Porthpean Beach Road

(iv) To authorise expenditure on daffodil bulbs for the Diggers and Doers

(v) To ratify the purchase of a baby changing unit for The Pattern Hall

Appendix (v)

(vi) To authorise payments for August and September and note the current balances

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 10

20. Dates for the Diary

To note any forthcoming dates for members' diaries

21. Dates of future Parish Council Meetings

20 October, 17 November, 15 December

22. Exclusion of Public and Press

Under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and Press will be excluded from the meeting as the item to be discussed is confidential

23. Staffing Arrangements

To consider recommendations from the Staffing Committee

MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 21 JULY 2022 at 6.00pm in The Pattern Hall, Charlestown

Present: Trudy Reynolds, Nick Foster, Jackie Bull, Sandie Bailey

In the absence of the Chairman, Cllr Bull chaired the meeting.

In attendance: Cllr James Mustoe, CC, Julie Larter (Clerk), 1 member of the public.

(22/038) Apologies for Absence

Apologies had been received from the Chairman, Cllr Sue Leach and Cllr Richard Hallows. Councillors sent their best wishes to the Chairman and Cllr Leach and hoped that they made a speedy recovery from illness.

(22/039) Minutes of a meeting the Parish Council held on 16 June 2022

It was **RESOLVED** that the minutes of the meeting held on 16 June be signed as a correct record of the meeting.

(22/040) Matters to Note

The Clerk reported that the statutory period for calling an election to fill the Charlestown ward vacancy had expired and notices advertising the vacancy will be put up next week.

New benches behind Porthpean beach have now been installed and the 3 Jubilee benches should be delivered by the end of July.

(22/041) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(22/042) Chairman's Announcements

The Chairman had no announcements to make.

(22/043) Cornwall Councillor's Report

Cllr Mustoe gave an update on the Community Network Highways Scheme. Cllr Mustoe also reported that discussions continue regarding a new provider for Porthpean Outdoor Education Centre and it is hoped that an announcement will be made at the end of July. Cornwall Council has confirmed that the public toilets at Porthpean beach will remain open until a new provider takes over. Cllr Mustoe reported on a meeting he had attended regarding the St Austell Local Cycling and Walking Infrastructure Plan and recommendations will be made in the Autumn. Cllr Mustoe gave an update on the SWCP.

Cllr Mustoe's full report can be viewed in the parish council's website.

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The member of the public did not wish to speak.

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(a) No planning applications had been received after publication of the agenda.

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The Planning Officer has received amended plans but they do not address comments made by the Conservation Officer and the Planning Officer is currently liaising with the applicant.

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This application has been refused

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Cllr Mustoe is waiting for a response from the Planning Team Leader for the central area.

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- (b) It was agreed to add an index of local businesses and initiatives which promote green consumerism to the council's website. Consideration will need to be given to Data Protection issues.
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It was **RESOLVED to award a grant of £250 to the Cornish Barbarians Rowing Club.**

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(22/054) Dates for the Diary

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- 8 September Community Network Panel Meeting

(22/055) Exclusion of the Public and Press

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(22/057) Dates of future Parish Council Meetings

15 September, 20 October, 17 November, 15 December

The meeting closed at 6.55pm

Correspondence Received

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- Details of CALC training programme
- Invitation to attend planning training
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- Invitation to attend Cornwall Council briefings on the Community Levelling Up programme and the Community Capacity and Facilitation Fund
- Invitation to attend In and Beyond for NDP's Climate and Nature Conference
- Notification of a public consultation on Cornwall Council's Statement of Principles under the Gambling Act 2005
- Details of Cornwall Council's Catch the Bus scheme
- Invitation to attend Cornwall Council's Meet the Leader Have Your Say event at Penrice Academy

Dear Councillor

You are summoned to attend a **Meeting** of **St Austell Bay Parish Council** to be held on **Thursday 29 September 2022** at **6.00 pm** in **The Pattern Hall, Charlestown Road.**

Julie Larter

Julie Larter

Clerk

22 September 2022

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 July 2022

To resolve that the minutes of the above meeting be signed as a correct record of the meeting.

Pages 5-9

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's Report

To receive a report from Cllr James Mustoe, CC

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) PA22/08067 – Seascape, Porthpean Beach Road: Proposed garage, snug, porch and store

(ii) PA22/06460 – 4 Ridgewood Close: Proposed 2 storey extension to the rear of the property and internal works providing a new kitchen area, utility room and creating open plan living accommodation with an additional en-suite and larger bedrooms to the first floor

(iii) PA22/07679 – 67 Duporth Bay: Works to a tree subject to a TPO for Turkey Oak T1, crown reduction to East, West, and South sides reducing by 3m to maintain balance and equalise growth around the tree leaving a final spread of approximately 10m and to remove any potential dangerous branches

(iv) PA22/08197 – Polmear Farm, 32 Quay Road: Listed Building Consent for conversion of existing garages to form ancillary self contained accommodation to Polmear Farm

(v) PA22/01715 – Land known as the Orchard (adjacent to Lovering Clay Dry), Quay Road: Application for Outline Planning Permission with all matters reserved for the construction of up to 3 dwellings and associated works (amended plans) *Indicative plans have been received*

(b) Planning Appeals

PA21/08772 – Construction of a 3-4 bedroom house on domestic recreation ground

An appeal has been lodged with the Planning Inspectorate – the council has submitted additional comments, agreed by email circulation

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

(i) PA22/03359 and 03360 – 14 Quay Road: Construction of glazed roof extension to the rear of existing house and outbuildings

(ii) PA22/02532 – Land north east of recreation ground, Church Road: Development of 4 dwellings with associated road, garage/carport and parking *5 day protocol letter received, the council has asked Cllr Mustoe to call the application in for determination by the Planning Committee*

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

9. South West Coast Path Closure

To receive a verbal update on the current situation

10. Community Right to Bid

To consider whether to apply to Cornwall Council for Charlestown Harbour and the cask banks for inclusion in their list of Assets of Community Value

Appendix (i)

11. A Mayor for Cornwall

To discuss Cornwall Council's proposal for a mayor for Cornwall

12. Civility and Respect

(i) To consider signing up to the Civility and Respect Pledge, developed by the National Association of Local Councils, the Society of Local Council Clerks and Cornwall Association of Local Councils

Appendix (ii)

(ii) To adopt a Dignity at Work Policy

Appendix (iii)

13. Appointment of Councillors to Committees/Working Parties

To ratify the following appointments

(i) Staffing Committee – Cllr Wright to replace Cllr Norris

(ii) Internal Control Checks – Cllrs Hallows and Reynolds to replace Cllr Chatterjee

14. The Pattern Hall

To consider a request from St Austell Art Group to install a picture rail on the internal walls

15. Working Parties

History Working Party

To receive a report and consider expenditure

To follow

16. Highways Matters

(i) Charlestown Street Trees

To receive an update and authorise any expenditure

(ii) Waste bin at the junction of Mill Lane and Porthpean Road

To consider not replacing the bin

(iii) To note any Highways concerns

17. Financial Matters

(i) To note the conclusion of the Annual Audit

Appendix (iv)

(ii) To authorise expenditure on hard copies of the Charlestown Character Assessment and Management Plan

(iii) To authorise expenditure on a replacement notice board for Porthpean Beach Road

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