

Dear Councillor

You are summoned to attend a **Meeting of St Austell Bay Parish Council** to be held on **Thursday 19 January 2023** at **6.00 pm** in **The Pattern Hall, Charlestown Road.**

Julie Larter

Julie Larter
Clerk
11 January 2023

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 15 December 2022

Pages 5 - 9

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

3. Matters to note

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

4. Declarations of Interest

(a) Pecuniary Interests

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

(b) Non-registerable Interests

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

(c) Dispensations

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

(d) Gifts and Hospitality
To declare any gifts or hospitality

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

5. Chairman's Announcements

To allow the Chairman to make any announcements

6. Cornwall Councillor'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 application any planning applications received after publication of this agenda

(i) PA22/08197 – Polmear Farm: Listed Building Consent for conversion of existing garages to form ancillary self contained accommodation to Polmear Farm (*amended plans*)

(ii) PA22/11093 – The Longstore, Charlestown Road: Part-retrospect: Structure retaining fire escape steps, plus repositioning of railings once gabion wall has been removed

(iii) PA22/09315 and PA22/09316 (LBC) – Ivy Cottage, Higher Porthpean: Proposed 3 storey extension, together with internal and external refurbishment works to the existing Ivy Cottage

(iv) PA22/09373 and PA22/09374 (LBC) - 107 Charlestown Road: Demolition of rear 1.5 storey infill. Rebuilding of infill. Addition of roof dormer. Rear single storey extension

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

(i) PA22/09849 – Former Lovering Clay Dry: Proposed demolition and redevelopment of Clay Dry to provide 15 dwellings and associated works without compliance with condition 2 of decision notice PA19/07235 dated 08/06/2020

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

(iii) 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*)

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

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

9. Let Cornwall Decide

To consider whether to respond to a consultation from Cornwall Council

<https://letstalk.cornwall.gov.uk/bigdeal>

10. Defibrillators – Charlestown Church Hall and Duporth Bay

To note that the batteries in these units are no longer viable, to discuss options and authorise expenditure

11. Charlestown Public Toilets

To consider an estimate for refurbishment and authorise expenditure

12. 2 Minute Beach Clean Board

To determine the future of the board

13. Highways Matters

To note any Highways concerns

14. Financial Matters

To authorise payments and note the current balances

Appendix (i)

15. Meetings/Training Attended

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

16. Correspondence

To note correspondence received since the last meeting

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17. Dates for the Diary

To note any forthcoming dates for members' diaries

18. Dates of future Parish Council Meetings

16 February, 16 March, 20 April, 18 May, 22 June, 20 July, 21 September, 19 October, 16 November, 14 December 2023

MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 15 DECEMBER 2022 at 6.00pm in The Pattern Hall, Charlestown

Present: Cllrs Sue Leach, Nick Foster, Jackie Bull, Sandie Bailey, Chrissie Wright

In the absence of the Chairman Cllr Bill Leach, Cllr Bull Chaired the meeting.

In attendance: 13 members of the public, Cllr James Mustoe, CC, Julie Larter (Clerk)

(22/114) Apologies for Absence

Apologies were received from Cllr Bill Leach and Cllr Trudy Reynolds.

(22/115) Minutes of a meeting the Parish Council held on 17 November 2022

It was **RESOLVED** that the minutes of the meeting held on 17 November be signed as a correct record of the meeting.

(22/116) Matters to Note

The Clerk reported that the parish council's application for a Tree Preservation Order to be placed on a Sweet Chestnut tree and an Oak tree on the boundary of the football field and the potential development site in Church Road has been successful and Cornwall Council's legal team have been instructed to process the necessary paperwork.

Following the parish council's decision last month to make £250 available to the Charlestown Chums in order to purchase litter picking resources and Cllr Hallows' subsequent refusal, the Clerk has arranged for the 2 Minute Beach Clean board to be removed from Charlestown, pending a discussion next month about its future.

(22/117) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(22/118) Chairman's Announcements

The Chairman sent the good wishes of the whole council to Cllr Leach and wished him a speedy recovery.

(22/119) Cornwall Councillor's Report

Cllr Mustoe reported that he attended what he believed to be a productive site meeting together with a number of councillors, the Clerk the Planning Officer at The Nest on 13 December.

Cllr Mustoe expressed his gratitude to Cormac employees for swiftly refilling salt bins following the poor weather at the weekend.

Cllr Mustoe reported on the current situation regarding various traffic matters around the parish and was pleased to confirm that the consultation for yellow lining in Porthpean Beach Road is now live.

With the closure of Cornwall Council's offices in Penwinnick Road, face to face facilities have temporarily been transferred to Carlyon House, adjacent to Polkyth Leisure Centre.

Cllr Mustoe's full report is available on the parish council's website.

(22/120) Public Participation

The Chairman said that she would accept comments from members of the public when the particular planning application they were interested in was discussed.

(22/121) Planning

(a)

(i) PA22/09315 and PA22/09316 (LBC) – Ivy Cottage, Higher Porthpean: Proposed 3 storey extension, together with internal and external refurbishment works to the existing Ivy Cottage

A member of the public commented that the Higher Porthpean community were supportive of the application. Simon Harris, the planning agent for the application outlined the proposal in detail.

It was **RESOLVED that the parish council would await comments from the Conservation Officer before commenting on the application.**

The Chairman thanked Mr Harris for attending the meeting.

(ii) PA22/09373 and PA22/09374 (LBC) - 107 Charlestown Road: Demolition of rear 1.5 storey infill. Rebuilding of infill. Addition of roof dormer. Rear single storey extension

The applicant outlined the application.

It was **RESOLVED that the parish council would await comments from the Conservation Officer before commenting on the application.**

(iii) PA22/10095 – Crab Cottage, 2 Galleon Court: Remove and replace existing double glazed wooden sash windows and doors with windows and doors of an identical appearance constructed using "Heritage" style double glazed UPVC woodgrain effect

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

(iv) PA22/09849 – Former Lovering Clay Dry: Proposed demolition and redevelopment of Clay Dry to provide 15 dwellings and associated works without compliance with condition 2 of decision notice PA19/07235 dated 08/06/2020

A member of the public outlined historical issues between residents and the development company, but the Chairman stressed that the council would be discussing this current application only.

It was **RESOLVED that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the parish council does not find the small changes to the conditions significant, however it would like the gates to be moved (this to be done in consultation with local residents and the parish council). Public access to view the historical features of the site must be maintained in perpetuity and the hours that the public can access the areas must be agreed. The council would like to see consideration given to disabled access.**

Resurfacing the roads leading to the public highway is a priority.

It was noted that it is hoped that mains power will be switched on prior to Christmas and the applicant has taken on board comments regarding Quay Road and will pay for repairs as a gesture provided the parish council is supportive of this application.

(iii) 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)

The parish council was asked whether it would find 2 dwellings acceptable instead of 3, and the prospective purchaser of the land indicated that he may be willing to build 1 dwelling. It was **RESOLVED that the parish council would be likely to support 1 dwelling on the site but no more.** The council would like to work with the prospective purchaser around design and siting.

(iv) PA22/02532 – Land north east of recreation ground, Church Road: Development of 4 dwellings with associated road, garage/carport and parking
No update was available.

(v) PA22/02533 – Land to east of Charlestown Road: Construction of 2 detached houses with associated drives and parking
No update was available.

(c) Planning Appeal

To note that an appeal has been made to the Planning Inspectorate in respect of PA22/02261 – The Lovering Clay Dry: Submission of details to discharge condition 16 & 20 in respect of PA19/07235 dated 07/06/2022

This appeal was noted, but if application PA22/09849 is approved, the applicant will withdraw the appeal.

(22/122) Parish Council Governance

(i) Standing Orders

Standing Orders and Financial Regulations were reviewed and it was **RESOLVED to adopt the draft amended standing orders.**

(ii) Grant Policy

The grant policy was reviewed and it was **RESOLVED to accept the draft amended grant policy.**

(22/123) Working Parties

(i) Environment and Climate Crisis Working Party

No report was available.

(ii) History Working Party

Cllr Sue Leach reported that the Chairman has spoken to Charlestown Harbour Manager who confirmed that Charlestown Harbour has had many discussions with Charlestown History Group and are happy with the proposed siting of an interpretation board and QR signs.

(22/124) Highways

(i) Traffic/Parking Issues

Various communications have been received from the Highways Engineer. The Porthpean Beach Road scheme is currently out for public consultation as part of the St Austell wide TRO consultation and will be progressed independently of the Duporth Road/Charlestown Road/Church Road proposals.

In response to queries raised last month, the Clerk reported that the Highways Manager has suggested that it may be helpful to conduct a speed survey in Church Road/Charlestown Road once any parking restrictions have been put in place to see if there is any variation from the survey conducted in 2020. Flashing speed signs can be effective, but they should be rotated around an area to combat familiarity. It will be possible to paint bus stop markings in Church Road so that they are on both sides of the road. The Highways Engineer has explained that it would not be prudent to

create a parking area outside Natural Learning as there are pedestrian safety barriers in place.

Cllr Mustoe is arranging for a walk around the area for councillors and the Highways Engineer in the new year.

(ii) Highways Concerns

It was noted that an application has been made for a road closure in Porthpean Beach Road for 12 – 30 March 2023.

(22/125) – Financial Matters

(i) 2023/2024 Budget

It was **RESOLVED to accept the draft budget that had been previously circulated and submit a precept demand to Cornwall Council of £50,097.40, which equates to £63.03 for the year for a band D property.** The current year's figure is £60.34 for a band D property. This amounts to an increase of £2.69 in total for the year.

(ii) Internal Auditor

It was **RESOLVED to appoint Linda Coles as the internal auditor for 2023/2024.**

(iii) Porthpean Defibrillator

Liza Crabtree, fundraiser for the defibrillator has raised sufficient money to pay for a unit and has liaised with Porthpean Sailing Club who have agreed to give a donation and that the unit can be affixed to the retaining wall of their premises. Ms Crabtree has also liaised with Duchy Defibrillators and the unit is now ready to be installed. Cornwall Council has stated that a Letter of Consent is required as the unit is to go on premises that they own - such a letter is going to cost £250. It was **RESOLVED that the parish council would meet this cost.** The parish council has already agreed to fund the annual maintenance charge.

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

DD	SWW	Water for public toilets	£193.50
DD	BT	Mobile phone	£24.00
DD	BT	Telephone and internet	£51.54
DD	SWW	Water for public toilets	£51.54
DD	Lloyds Bank	Credit card	£6.50
DD	Blenheims	Foundry Parc estate service charge	£14.87
BACS	SLCC	Clerk's membership renewal	£251.92
BACS	Vision ICT	Email hosting 2023	£267.60
BACS	A & A Maintenance	Installing benches at Porthpean	£300.00
BACS	AH Jones	Pavement weedspraying	£300.00
BACS	SLCC	Clerk's attendance at annual conference	£564.80
BACS	Wisdom Signs	Replacement noticeboard for Porthpean Beach	£306.00
BACS	Lyreco	Road	£94.94
BACS	Poppy Appeal	Toilet rolls	£20.00
		Wreath for Higher Porthpean	£20.00

BACS	St Austell Print	Charlestown CAAMP	£260.00
BACS	ITEC	Printing/photocopying charges	£81.00
BACS	Staff/HMRC/CPF Charlestown History	Salaries and oncosts	£2623.73
BACS	Group	Website upgrade for QR codes	£240.00

(22/126) Meetings/Training Attended

22 November – the Clerk attended a safeguarding briefing from Cornwall Council

7 December – the Clerk attended an SLCC branch meeting

8 December – the Clerk attended Cornwall Council’s Town and Parish Council budget briefing

10 December – Cllrs Bull, Bailey, Wright together with the Clerk attended a site meeting at The Nest

(22/127) Correspondence

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

- Correspondence from Bruno Peake (Pageant Master) regarding the coronation of King Charles III
- Notification of the amount payable under LMP to cut footpaths and SWCP
- Invitation to take part in a survey from the Police and Crime Commissioner regarding opening further Police stations to the public
- Details of CALC training courses
- Cornwall Council’s Town and Parish Council newsletter regarding Cornwall Council’s budget consultation
- Forest for Cornwall newsletter

(22/128) Dates for the Diary

There were no dates for the diary.

(22/129) Dates of future Parish Council Meetings

19 January, 16 February, 16 March, 20 April, 18 May, 22 June, 20 July, 21 September, 19 October, 16 November, 14 December 2023

The meeting closed at 7.22 pm

Correspondence Received

The following correspondence has been received since the last meeting

- Correspondence regarding the parish council's decision on PA22/01715
- Complaint about Porthpean Beach Road pavement
- Complaint about instances of ASB in Foundry Parc
- Letter from HSBC Bank informing of the date of the closure of the St Austell branch
- Invitation to attend the AGM of Cornwall ALC
- Annual report from Duchy Defibrillators