

Dear Councillor

You are summoned to attend a **Meeting** of **St Austell Bay Parish Council** to be held on **Thursday 15 February 2024** at **6.00 pm** in **The Pattern Hall, Charlestown Road**.

Julie Larter

Julie Larter
Clerk

8 February 2024

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 18 January 2024

To resolve that the minutes of the above meeting be signed as a correct record of the meeting. *Pages 4-6*

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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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 responding to the following planning application and any planning applications received after publication of this agenda

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(iii) PA24/00328 – Porthpean Outdoor Education Centre: Fire reinstatement works to include provision of replacement external roofing and gable cladding, replacement of fire damaged windows, replacement of an external door

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To consider whether to apply to have Porthpean Beach car park re-listed on Cornwall Council's register of assets of community value

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To ratify the decision to engage Clarity to undertake a risk assessment and provide appropriate training

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To consider recommendations from the working party regarding the council's Biodiversity policy, Climate Action Plan and Planning Checklist

12. Highways Matters

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Under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is proposed because of the confidential nature of the business to be transacted, the public and press be excluded from the meeting for agenda item 19

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Present: Cllrs Bill Leach, Sue Leach, Nick Foster, Chrissie Wright, Richard Whitehouse, Jackie Bull, Matt Sanders

In attendance: Cornwall Councillor James Mustoe, Julie Larter (Clerk), 6 members of the public.

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Apologies were received from Cllr Trudy Reynolds and Cllr Sandie Bailey.

(23/130) Minutes of a Meeting the Parish Council held on 14 December 2023

It was **RESOLVED** that the minutes of 14 December 2023 should be signed as an accurate record of the meeting.

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You are summoned to attend a **Meeting** of **St Austell Bay Parish Council** to be held on **Thursday 15 February 2024** at **6.00 pm** in **The Pattern Hall, Charlestown Road.**

Julie Larter

Julie Larter
Clerk

8 February 2024

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 18 January 2024

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

Pages 4-6

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

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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

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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 responding to the following planning application and any planning applications received after publication of this agenda

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To consider whether to apply to have Porthpean Beach car park re-listed on Cornwall Council's register of assets of community value

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Under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is proposed because of the confidential nature of the business to be transacted, the public and press be excluded from the meeting for agenda item 19

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MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 18 JANUARY 2024 at 6.00pm in The Pattern Hall, Charlestown

Present: Cllrs Bill Leach, Sue Leach, Nick Foster, Chrissie Wright, Richard Whitehouse, Jackie Bull, Matt Sanders

In attendance: Cornwall Councillor James Mustoe, Julie Larter (Clerk), 6 members of the public.

(23/129) Apologies for Absence

Apologies were received from Cllr Trudy Reynolds and Cllr Sandie Bailey.

(23/130) Minutes of a Meeting the Parish Council held on 14 December 2023

It was **RESOLVED** that the minutes of 14 December 2023 should be signed as an accurate record of the meeting.

(23/131) Matters to Note

The Clerk reported that the management company for Foundry Parc (First Port) commissioned a tree survey for the estate and trees requiring work have been identified, work for this will start shortly. None of the trees were identified as being in severe risk. A resident from Church Road thanked the parish council for following this up.

A defibrillator for The Pattern Hall has been ordered and should be installed at the beginning of March. The Clerk has written to the Directors of the Foundry Parc Amenities Area Management Company enquiring whether the company would like to contribute towards the cost but she has not had a reply.

(23/132) Declarations of Interest on Items on the Agenda

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Cllr Mustoe reported on the start of Cornwall Council's new waste and recycling regime and a range of other parish issues. Cllr Mustoe's full report is on the parish council's website. The Chairman thanked Cllr Mustoe for all the work he did for the parish last year.

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You are summoned to attend a **Meeting** of **St Austell Bay Parish Council** to be held on **Thursday 15 February 2024** at **6.00 pm** in **The Pattern Hall, Charlestown Road.**

Julie Larter

Julie Larter
Clerk

8 February 2024

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 18 January 2024**
To resolve that the minutes of the above meeting be signed as a correct record of the meeting. *Pages 4-6*
- 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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To consider any requests for dispensations relating to items on the agenda

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

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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

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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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Present: Cllrs Bill Leach, Sue Leach, Nick Foster, Chrissie Wright, Richard Whitehouse, Jackie Bull, Matt Sanders

In attendance: Cornwall Councillor James Mustoe, Julie Larter (Clerk), 6 members of the public.

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Clerk

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07873 383400
enquiries@staustellbay-pc.gov.uk

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

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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. *Pages 4-6*

3. Matters to note

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To allow the Chairman to make any announcements.

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The meeting closed at 6.27 pm

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 Chairman

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 Date

Correspondence Received

The following correspondence has been received since the last meeting

- Cornwall Council's Town and Parish Council newsletter
- Cornwall Council's Positive Planning newsletter
- Invitation to attend Cornwall Council training on the revision of the Cornwall Local Plan and implications for Neighbourhood Plans
- Request from Cornwall Council's Public Health team to publicise Measles warning
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- NHS Cornwall's Cornwall Together newsletter
- Correspondence about holiday lets on Foundry Drive using domestic waste and recycling collections
- Notification of tree works on Charlestown Road 15 and 16 February

Dear Councillor

You are summoned to attend a **Meeting** of **St Austell Bay Parish Council** to be held on **Thursday 15 February 2024** at **6.00 pm** in **The Pattern Hall, Charlestown Road.**

Julie Larter

Julie Larter
Clerk

8 February 2024

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 18 January 2024

To resolve that the minutes of the above meeting be signed as a correct record of the meeting. *Pages 4-6*

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 responding to the following planning application and any planning applications received after publication of this agenda

(i) PA24/00254 – 53 Duporth Bay: Works to trees subject to at TPO: T2 Sycamore – fell as no long-term potential. Replace with 3 x Sessile Oak standards; T3 Sycamore – remove primary limb; T4 Beech – crown reduce by 2m in height, leaving 8m and crown spread to north by 2.5m leaving 4.5m, no cuts greater than 30mm in diameter

(ii) PA24/00116 and 00746 (Listed Building Consent) – 91 Charlestown Road: Repair and renewal of rag slate roof and associated timbers to Grade II Listed building

(iii) PA24/00328 – Porthpean Outdoor Education Centre: Fire reinstatement works to include provision of replacement external roofing and gable cladding, replacement of fire damaged windows, replacement of an external door

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

(i) PA23/07802 – Ocean House, Porthpean: Proposed change of use of garden to allow for the siting of temporary two holiday accommodation units

(ii) 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

(iii) PA23/06613 – Land East of Lobbs Shop: Retention, alteration and extension of existing timber shed to provide chicken coop.

9. Assets of Community Value

To consider whether to apply to have Porthpean Beach car park re-listed on Cornwall Council's register of assets of community value

10. Legionella Testing

To ratify the decision to engage Clarity to undertake a risk assessment and provide appropriate training

11. Working Parties

Environment and Climate Crisis Working Party

To consider recommendations from the working party regarding the council's Biodiversity policy, Climate Action Plan and Planning Checklist

12. Highways Matters

(i) To consider the response from Cllr Williams-Pears regarding a proposed residents parking scheme for Duporth Road

(ii) To consider whether to undertake pavement weed spraying in 2024 and if required authorise expenditure

(iii) To authorise expenditure on a salt bin for Trenarren

(iv) To note any Highways concerns

13. Financial Matters

To note current position and authorise payments

Appendix (i)

14. Meetings/Training Attended

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

15. Correspondence

To note correspondence received since the last meeting

Page 7

16. Dates for the Diary

To note any forthcoming dates for members' diaries

17. Dates of future Parish Council Meetings

21 March, 18 April, 16 May, 20 June, 18 July, 5 September, 17 October, 21 November, 19 December 2024

18. Exclusion of Public and Press

Under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is proposed because of the confidential nature of the business to be transacted, the public and press be excluded from the meeting for agenda item 19

19. The Pattern Hall

To receive a report from the Clerk

MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 18 JANUARY 2024 at 6.00pm in The Pattern Hall, Charlestown

Present: Cllrs Bill Leach, Sue Leach, Nick Foster, Chrissie Wright, Richard Whitehouse, Jackie Bull, Matt Sanders

In attendance: Cornwall Councillor James Mustoe, Julie Larter (Clerk), 6 members of the public.

(23/129) Apologies for Absence

Apologies were received from Cllr Trudy Reynolds and Cllr Sandie Bailey.

(23/130) Minutes of a Meeting the Parish Council held on 14 December 2023

It was **RESOLVED** that the minutes of 14 December 2023 should be signed as an accurate record of the meeting.

(23/131) Matters to Note

The Clerk reported that the management company for Foundry Parc (First Port) commissioned a tree survey for the estate and trees requiring work have been identified, work for this will start shortly. None of the trees were identified as being in severe risk. A resident from Church Road thanked the parish council for following this up.

A defibrillator for The Pattern Hall has been ordered and should be installed at the beginning of March. The Clerk has written to the Directors of the Foundry Parc Amenities Area Management Company enquiring whether the company would like to contribute towards the cost but she has not had a reply.

(23/132) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(23/133) Chairman's Announcements

The Chairman welcomed Cllr Sanders to his first council meeting.

(23/134) Cornwall Councillor's Report

Cllr Mustoe reported on the start of Cornwall Council's new waste and recycling regime and a range of other parish issues. Cllr Mustoe's full report is on the parish council's website. The Chairman thanked Cllr Mustoe for all the work he did for the parish last year.

(23/135) Public Participation

A member of the public wished to speak on agenda item 8 relating to the planning application for Ocean House.

(23/136) Planning Applications and Related Matters

(a)

PA23/05811 – Porthpean House, Porthpean Beach Road: Proposed restoration of the walled garden and development to include 8 lodges for family holidays and Porthpean House wedding occasions and associated works

Following the submission of additional documents, it was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) stating that the parish council supports the application.**

(b) Update on the following planning applications

(i) PA23/07802 – Ocean House, Porthpean: Proposed change of use of garden to allow for the siting of temporary two holiday accommodation units

Councillors had been provided with additional information by the applicants prior to the meeting, but did not wish to change their objection.

(ii) 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.

There was no update.

(ii) PA23/06613 – Land east of Lobbs Shop: Retention, alteration and extension of existing timber shed to provide chicken coop

The planning officer was recommending approval and a five-day protocol letter had been received. The parish council maintained its objection, and has asked Cllr Mustoe to liaise with the planning officer.

(23/137) Working Parties

(i) History Working Party

The Clerk reported that when the history boards were delivered, they were dented in one corner. The designer has arranged for them to be replaced free of charge and they will be erected as soon as the replacements arrive. The QR code boards are with the Harbour team to put up.

(ii) Environment and Climate Crisis Working Party

The planned working party meeting had been cancelled.

(23/138) Highways

(i) Proposed Duporth Road Residents Parking Scheme

A letter has been sent to Cllr Williams-Pears outlining the situation and asked him to support the proposal. He was also invited to attend a meeting to discuss the scheme.

(ii) Other Highways Concerns

Although in the neighbouring parish as well as ours, the Chairman reported that markings on the speed bumps in Beach Road down to Holmbush Arch need repainting. The Clerk has reported this to Highways.

(23/139) Financial Matters

(i) Appointment of Internal Auditor

It was **RESOLVED to appoint Linda Coles for the current financial year.**

(ii) The current financial position was noted and the following payments authorised

DD	EE	Mobile phone monthly charge	£	18.00
DD	BT	Telephone and internet	£	61.21

DD	Lloyds Bank	Credit card	£	87.50
DD	Pennon Water	Water for toilets	£	123.50
DD	Xerox Finance	Quarterly lease on printer	£	201.26
BACS	ITEC	Monthly printing charges	£	11.63
BACS	Vision ICT	Email hosting annual renewal	£	194.40
BACS	Vision ICT	Email account Cllr Sanders	£	21.60
BACS	Duchy Defibrillators	Annual maintenance for Porthpean Beach ur	£	228.00
BACS	Biffa	Waste disposal	£	26.38
BACS	Cornwall ALC	Training (Cllr Wright)	£	36.00
BACS	Lyreco	Office paper	£	38.08
BACS	Staff/HMRC/CPF	Salaries and oncosts	£	2,894.80

(23/140) Meetings/Training Attended

There was nothing to report.

(23/141) Correspondence

A list of correspondence had been previously circulated and in addition the following had been received:

- Cornwall Council's Town and Parish Council newsletter

(23/142) Dates for the Diary

24 January – Cllrs Foster and Sanders attending planning training
31 January – Site meeting at The Former Orchard adjacent to The Nest
31 January – Community Area Partnership meeting – The Chairman is to attend.

(23/143) Dates of future Parish Council Meetings

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Chairman

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