

Dear Councillor

You are summoned to attend a **Meeting of St Austell Bay Parish Council** to be held on **Thursday 21 March 2024** at **6.00 pm** in **The Pattern Hall, Charlestown Road.**

Julie Larter

Julie Larter
Clerk

14 March 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 15 February 2024

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

*Pages 4-6
and Appendix (i)*

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) PA24/01509 – Land known as The Orchard (adjacent to Lovering Clay Dry), Quay Road: Erection of a new dwellinghouse

(ii) PA24/00316 – Studio Annexe, 91 Charlestown Road: Change of use from residential annexe to independent dwelling

(iii) PA24/01372 – 103 Charlestown Road: Listed Building Consent for building restoration work

(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.
This application has been refused by the Central Sub-Area Planning Committee

9. Legionella Testing

To appoint:

(i) Statutory Duty Holder

(ii) Nominated Responsible Person

(iii) Supervisory Duty

10. Footpaths

- (i) To receive an update on the progress of the walks booklet*
- (ii) Signage at Trenarren- to note missing signage and authorise expenditure*

11. Highways Matters

- (i) To ascertain whether any progress has been made with Cllr Williams-Pears regarding a proposed residents parking scheme for Duporth Road*
- (ii) To note any Highways concerns*

12. Financial Matters

- (i) Grant Funding Request*

Appendix (ii)

To consider a request from Cornwall Croquet Club for a grant towards purchasing the Club's land

- (ii) Asset Register*

Appendix (iii)

To review the council's asset register

- (iii) Insurance*

Appendix (iv)

To consider whether the council has adequate insurance provision

- (iv) To note current position and authorise payments*

Appendix (v)

13. Meetings/Training Attended

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

14. Correspondence

To note correspondence received since the last meeting

Page 8

15. Dates for the Diary

To note any forthcoming dates for members' diaries

16. Dates of future Parish Council Meetings

18 April, 16 May, 20 June, 18 July, 5 September, 17 October, 21 November, 19 December 2024. The Annual Parish Meeting will be held on 16 May.

MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 15 FEBRUARY 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, Trudy Reynolds, Sandie Bailey

In attendance: Cornwall Councillor James Mustoe, Julie Larter (Clerk)

(23/144) Apologies for Absence

There were no apologies for absence.

(23/145) Minutes of a Meeting the Parish Council held on 18 January 2024

It was **RESOLVED** that the minutes of 18 January should be signed as an **accurate record of the meeting.**

(23/146) Matters to Note

The Clerk reported that the history boards are now in situ and the QR code boards were due to be put up yesterday.

(23/147) Declarations of Interest on Items on the Agenda

The Chairman and Cllr Sue Leach declared a pecuniary interest in agenda item 8 (a) (i) PA24/00254 as they are the owners of the land.

(23/148) Chairman's Announcements

The Chairman had no announcements to make.

(23/149) Cornwall Councillor's Report

Cllr Mustoe reported on a number of highways issues that he is currently pursuing. Cllr Reynolds raised the issue of flooding either side of the entrance to Porthpean Golf Club. Cllr Mustoe also reported on a new elective surgical hub which is to open shortly at St Austell Community Hospital. Cllr Mustoe's full report can be found on the parish council's website.

(23/150) Public Participation

There were no members of the public present. Cllr Sanders spoke in his capacity as Chairman of Duporth CIC. The asbestos roofs of the chalets, which are listed as community assets in the neighbourhood plan need replacing. This is the responsibility of the developers and it was agreed that Cllr Sanders should pass details on to the Clerk to pursue on behalf of the CIC.

(23/151) Planning Applications and Related Matters

The Chairman and Cllr Sue Leach left the room.

(a) (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

It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) stating that the parish council has no objections to the proposals, provided the tree officer is content.**

The Chairman and Cllr Sue Leach returned to the meeting.

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

It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) stating that the parish council supports the proposal, provided the Conservation Officer's requirements are met.**

(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.

It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) stating that the parish council supports the proposals.**

(b) An update was given 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

The planning officer is recommending the application for approval and a 5 day protocol letter has been received. Cllr Mustoe was asked to call the application in.

(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 on the planning application, but Stephens and Stephens have made some repairs to Quay Road, but these are unsatisfactory. Cllr Foster will send the Clerk some photographs to be forwarded on to the planning officer.

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

This application is pencilled in for the 11 March planning committee meeting. Cllr Sue Leach will speak on behalf of the parish council and Cllr Reynolds will speak as a member of the public.

(23/152) Assets of Community Value

Porthpean beach car park is listed on Cornwall Council's list of Assets of Community Value and the listing expires on 10 April. It was **RESOLVED that the Clerk should apply to have the asset re-listed under the Community Right to Bid.**

(23/153) Legionella Testing

It was **RESOLVED to appoint Clarity to undertake a Legionella Risk Assessment and provide training at a cost of £950. The training for interested councillors will be held in The Pattern Hall on 28 February at 11.00am.**

(23/154) Working Parties

Environment and Climate Crisis Working Party

The Environment and Climate Crisis working party met on 13 February to review the St Austell Bay Parish Council Climate Crisis Action Plan, the Planning Checklist and the draft Biodiversity Policy. Amendments had been circulated before the parish council meeting and it was **RESOLVED to accept the amendments recommended by the Working Party.**

(23/155) Highways

(i) Proposed Duporth Road Residents Parking Scheme

Councillors considered a response received from Cllr Williams-Pears and were disappointed by his response, which the council felt lacked any concern for the residents affected. The parish council does not feel there will be any displacement as there is an existing parking bay and the purpose of the residents parking scheme is merely trying to control its use. Cllr Williams-Pears is to be asked to meet councillors on site. Cllr Mustoe confirmed that he fully supports the parish council's endeavours and will pursue the matter with Cllr Williams-Pears.

(ii) Pavement Weed Spraying

It was **RESOLVED to undertake pavement weed spraying in the forthcoming year at a cost of £640.80.**

(iii) Salt Bin for Trenarren

A suitable location has been agreed with Highways and the Hext Estate and it was **RESOLVED to purchase a 0.17m² bin filled with salt at a cost of £262.75.**

(iv) Other Highways Concerns

There were no other highway concerns.

(23/156) Financial Matters

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	£	92.11
DD	Pennon Water Services	Water for public toilets (monthly charge)	£	123.50
DD	SWW	Water for hall (quarterly charge)	£	76.83
BACS	Cornwall ALC	Planning training (Cllrs Foster and Sanders)	£	72.00
BACS	Biffa	Waste disposal (covers 2 x 4 weekly collections)	£	52.75
BACS	Lyreco	Toilet rolls and envelopes	£	179.08
BACS	ITEC	Monthly photocopy charge	£	27.92
BACS	Carlyon Parish Council	50% cost of Vision ICT webinar: Elevate your web editing skills	£	12.50
BACS	NALC	Social Media training (Cllr Foster)	£	39.22
BACS	Staff/HMRC/CPF	Salaries and oncosts	£	2,803.60
BACS	Mrs J Larter	Postage 14 June 2023 - 7 February 2024	£	47.75

It was noted that Cllr Wright undertook an internal control check on 23 January focusing on VAT returns.

23/157) Meetings/Training Attended

24 January – Cllrs Sanders and Foster attended Introduction to Planning training

26 January – The Clerk met with members of the Regatta Committee and officers from Cormac to look at drainage issues on the Regatta field
31 January – The Chairman, Cllrs Sue Leach, Matt Sanders, Chrissie Wright and Jackie Bull together with the Clerk met with residents of The Nest regarding a proposed development on the Former Orchard, Quay Road
31 January – The Chairman attended the South Cornwall CAP meeting
7 February – The Clerk attended training on setting up Reserves on Scribe accounting
8 February – The Clerk attended training on the use of photographs on the parish council's website

(23/158) Correspondence

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

- Mid Cornwall Climate and Eco Hub newsletter
- Clean Cornwall newsletter

(23/159) Dates for the Diary

22 February – Cllr Reynolds and the Clerk to meet Sophie Hunkin from Cormac's Countryside team to look at footpath 9, Trenarren
28 February – Legionella training
29 February – Visit to Porthpean Outdoor Education Centre

(23/160) 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.

(23/161) Exclusion of the Public and Press

Under Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, it was **RESOLVED to exclude the public and press from the meeting for agenda item 19 as the matter to be discussed is confidential.**

(23/162) The Pattern Hall

See Confidential Minute.

The meeting closed at 7.02pm

Correspondence Received

The following correspondence has been received since the last meeting

- Cornwall and Isles of Scilly Integrated Care System newsletter
- Details of Cormac's Spring workshops
- Invitation to join Cornwall Planning Partnership
- St Austell Area Open Space Assessment
- Confirmation of the schemes being progressed under the Community Network Highways Scheme
- Cornwall Council's Town and Planning newsletter
- Cornwall Council's Town and Parish Council newsletter
- Complaint about the siting of a For Sale board not on the curtilage of the relevant property on Duporth Road (Clerk arranged for this to be removed)
- Cornwall Council's Affordable Housing newsletter
- Safer Cornwall newsletter
- Request for a memorial bench in Porthpean (Cllr Reynolds and the Clerk have suggested Carrickowel Point and have arranged to meet the relative)
- Request for a memorial bench in Charlestown (Clerk has signposted the relative to Charlestown Harbour Ltd)