

Dear Councillor

You are summoned to attend a **Meeting of St Austell Bay Parish Council** to be held on **Thursday 19th March 2026** at **6.00 pm** in **The Pattern Hall, Charlestown Road.**

Rachel Trudgeon
Clerk
9th March 2026

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 19th February 2026**
To resolve that the minutes of the above meeting be signed as a correct record of the meeting. *Page 4-7*
- 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' Report

To receive a report from Cllr James Mustoe

7. Public Participation

The Chairman will invite Members of the public to address the meeting.

15 minutes will be allocated for public participation (this can be extended at the Chairman's discretion). Each person addressing the Council will be allocated a maximum of two minutes.

8. Planning Applications and Related Matters

(a) To consider a response to the following planning applications any planning applications received after publication of this agenda:

(i) PA26/01491 – 7 Quay Road Charlestown St Austell: Listed Building Consent for building restoration works of external façade & walls

We are being consulted on this application as a neighbouring parish.

(ii) PA25/09057 –St Austell Community Hospital Porthpean Road St Austell: Formation of ambulance bay, associated freestanding canopy and external work

To note the current position of the following planning applications

(iii) PA26/00250 – Land South East of Rashleigh Road Rashleigh Road Duporth St Austell: PA26/00250 – Works to trees subject to a Tree Preservation Order for; (Group G4) 1 x Beech – fell – tree is decaying. (T5) 1 x Sycamore – fell – extensive dieback. Replace these trees with 5 x new boundary trees from Oak, Beech, Lime or Sweet Chestnut (heavy standards). (Groups G8, G8 & G9) All Elms – fell – trees are dead/dying. All Ash – fell-tree(s) are dead/dying. (Group G9) 1 x Sycamore – prune to natural growth points to clear neighbouring house by 1-2m – tree growing close to neighbouring house.

N.B. It is considered that the trees to which works are proposed in Groups G7, G8, G9 are not subject to the TPO

(iv) PA26/00205 – Cornelius House The Drive Duporth St Austell: Works to trees under a Tree Preservation Order, namely, 1) T1 to T8, we are proposing that these trees are removed as they are extremely close to the property, T1 is at the front of the property and T2 to T8 are at the rear of the property. The trees are all Beech Trees, there are 8 in total that we are proposing to be removed. This leaves in excess of 10-15 trees on the perimeter of the property that will remain.

- 9. Southwest Coast Path (SWCP)**
To discuss the maintenance of part of the old SWCP prior to the rerouting.
- 10. Staffing Issues –**
 To receive an update on the current situation
- 11. Lower Porthpean Noticeboard**
 To note that the Noticeboard at Lower Porthpean has been damaged and to approve the expenditure on a replacement.
- 12. Highways Matters**
 (i) To discuss road safety concerns: Charlestown School, Crinnis Road.
 (ii) Duporth Residents Parking Scheme – To receive a progress report.
- 13. Policies and Procedures** *Appendix i and ii*
 To review the current Data Protection Policy and IT policy.
- 14. Financial Matters**
 (i) *To note the current financial position and authorise payments.* *Appendix iii*
 (ii) *To review the Parish Council’s Asset Register* *Appendix iv*
- 15. Meetings/Training attended**
 To receive an update from meetings or training recently attended by members or the Clerk
- 16. Correspondence** *P 8*
To note correspondence received since the last meeting
- 17. Dates for the Diary**
To note any forthcoming dates for members' diaries
- 18. Exclusion of the Public and Press**
 Under Section 1(2) of the Public Bodies (admissions to meetings Act 1960) it is proposed that the public and the press will be excluded from the meeting as the agenda item relates to a confidential matter).
- 19. Successful completion of the Clerk’s probationary period**
- 20. Dates of future Parish Council Meetings**
16th April 28th May 25th June 6th August 17th September 15th October 19th November 17th December

MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 19th February 2026 at 6.00pm in The Pattern Hall, Charlestown

Present: Cllrs Bill Leach, Sandie Bailey, Jackie Bull, Nick Foster, Sue Leach, Chrissie Wright and Richard Hallows.

In attendance: 6 members of the public, Cllr James Mustoe and Rachel Trudgeon (Clerk).

(25/144) Apologies for Absence

Apologies were received from Cllrs Lyndon Allen and Richard Whitehouse.

(25/145) Minutes of a Meeting of the Parish Council held on 15th January 2026

It was **RESOLVED** that the minutes of a meeting held on 15th January 2026 should be signed as an accurate record of the meeting.

(25/146) Matters to Note

The Clerk reported that Cornwall Highways have confirmed that a salt bin will be installed at the requested location in due course. Resources are currently being allocated to tackle the aftermath of recent storms.

The Clerk reported that the storm damage to the wooden benches located at Porthpean Beach has now been repaired.

The Clerk informed the parish council of an update in relation to the transfer of assets from Wain Homes. The solicitors have advised they are currently waiting for title documents as well as the transfer plan. Once they are in receipt, they will forward a copy for the parish council to review. They will then conduct the relevant surveys of the land to be transferred.

The Clerk informed the parish council that the weekend public toilet cleaner has resigned. The weekday cleaner will cover until a replacement has been found. The Clerk is discussing costings with a local contractor who currently provides public toilet cleaning services to Pentewan and St Austell Town Council. Once costings have been determined she will then present them to the parish council.

The Clerk informed the parish council of a recently damaged window at The Pattern Hall which has now been replaced.

The Clerk informed the parish council an internal financial audit had been completed and no issues were identified.

(25/147) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(25/148) Chairman's Announcements

The Chairman thanked A&A Garden Services for their prompt response in repairing and reinstating the damaged benches at Porthpean Beach.

(25/149) Cornwall Councillor Report

Cllr Mustoe's report had been circulated.

Cllr Mustoe gave an update on the plan to restore Porthpean Beach's ramp which was severely damaged in the recent storms.

Cllr Mustoe also informed the parish council and the members of the public present that the crossing assistant at Charlestown School is unable to remain in post and that the vacancy is being re-advertised.

Cllr Mustoe's full report is on the Parish Council's website.

(25/150) Public Participation

A member of the public asked where they were able to get further support regarding the sink hole at Fettleing Lane, Cllr Mustoe advised to contact FirstPort.

The Chairman said he was happy for members of the public to speak when the appropriate planning application was being discussed.

(25/151) Planning Applications and Related Matters

(i) PA25/09394 – The Old Farmhouse Porthpean St Austell Cornwall: *Renovation of Listed dwelling using conservation methods with rebuild/rationalisation of recent additions, new staircase and small extension.*

It was **RESOLVED** that the Clerk should respond to the planning authority (Cornwall Council) stating the parish council has no objections on the condition that it adheres to the Historic Environment Planning Officer's report.

(ii) PA25/09395 – The Old Farmhouse Porthpean St Austell: *Listed building consent for the renovation of listed dwelling using conservation methods with rebuild/rationalisation of recent additions, new staircase and small extension.*

It was **RESOLVED** that the Clerk should respond to the planning authority (Cornwall Council) stating the parish council has no objections on condition that it adheres to the Historic Environment Planning Officer's report.

(iii) PA25/00205 – Cornelius House The Drive Duporth St Austell: *Works to trees under a Tree Preservation Order, namely, 1) T1 to T8, we are proposing that these trees are removed as they are extremely close to the property, T1 is at the front of the property and T2 to T8 are at the rear of the property. The trees are all Beech Trees, there are 8 in total that we are proposing to be removed. This leaves in excess of 10-15 trees on the perimeter of the property that will remain.*

It was **RESOLVED** that the Clerk should respond to the planning authority (Cornwall Council) stating the parish council objects until a Tree Officer's report is available to review.

(iv) PA26/00250 – *Works to trees subject to a Tree Preservation Order for; (Group G4) 1 x Beech – fell – tree is decaying. (T5) 1 x Sycamore – fell – extensive dieback. Replace these trees with 5 x new boundary trees from Oak, Beech, Lime or Sweet Chestnut (heavy standards). (Groups G8, G8 & G9) All Elms – fell – trees are dead/dying. All Ash – fell-tree(s) are dead/dying. (Group G9) 1 x Sycamore – prune to natural growth points to clear neighbouring house by 1-2m – tree growing close to neighbouring house.*

N.B. It is considered that the trees to which works are proposed in Groups G7, G8, G9 are not subject to the TPO.

It was **RESOLVED** that the Clerk should respond to the planning authority (Cornwall Council) stating the parish council objects until a Tree Officer's report is available to review.

(v) PA25/00156 – 8 Quay Road Charlestown St Austell: *Listed Building Consent to dismantle and rebuild the chimney (at the north of the property, adjoining No. 9 Quay Road) using appropriate, high-quality materials and preserving the existing chimney pots.*

The chimney will be rebuilt to match its existing design and dimensions, using a traditional red brick to reflect the local historic bricks used in chimneys throughout the

village. In addition, the intention is to reuse the existing chimney pots and re-laying the existing Cornish Delabole slates around its base.

It was **RESOLVED** that the Clerk should respond to the planning authority (Cornwall Council) stating the parish council has no objections

(25/152) Premise Licence Application

(i) Ten Ten Coffee Ltd 79A Charlestown Road Charlestown St Austell

It was **RESOLVED** that the Clerk should respond to the Licensing Authority (Cornwall Council) stating that the parish council strongly objects to the application in its current form.

(25/153) Highway Matters

To renew the contract for weed spraying at Charlestown and Porthpean Road

It was **RESOLVED** that the Clerk would renew the contract.

(25/154) Policies and Procedures

To review the current Data protection Policy and discuss future training.

It was **RESOLVED** to defer the review of the Data Protection Policy until next months parish council meeting. It was **RESOLVED** Cllr S Leach will attend Data Protection training in March and the Clerk will circulate Cyber Resilience Centre newsletter.

(25/155) CIL (Community Infrastructure Levy) Funding

It was **RESOLVED** that Cllr S Leach will submit an expression of interest to help fund a permanent storage solution at the Regatta Field and to add to and improve current recreational facilities on the Regatta field and the small football field.

(25/156) Financial Matters

The current financial position was noted, and the following payments authorised

(i) February 2026 Payments Authorised

DD	EE	Mobile Phone Monthly Charge	15.60
DD	BT	Internet	65.04
DD	Lloyds Bank	Credit Card	204.69
DD	Pennon Water Services	Public Toilets	202.00
DD	South West Water	The Pattern Hall	46.88
DD	Unity Trust Bank	Monthly Bank Charges	6.00
DD	Ecotricity	Electricity The Pattern Hall January	963.89
DD	Ecotricity	Electricity The Public Toilets January	54.18
SO	JB&JK Neale	Car Park Lease	212.50
BACS	Biffa	General Waste	34.58
BACS	ITEC	Monthly printing charge	30.02
BACS	Lyreco	Stationary	73.61
BACS	Lyreco	Stationary	22.26
BACS	Biffa	Annual Litter Bin Renewal – Duporth	312.00
BACS	Biffa	Annual Litter Bin Renewal – Porthpean Rd	312.00
		Porthpean Beach – Repairing Bench due to storm damage	175.00
BACS	A&A Garden Services	Salaries and oncosts	2931.96

(ii) Tender for the footpath cutting contract from 1st April 2026 to 31st March 2029

It was **RESOLVED** to award the contract to A&A Garden Services.

(25/157) Meeting/Training attended

- 28th January - Cllr S Leach attended Cornwall South Community Area Partnership meeting.
- The Clerk attended Managing a Village Hall, Asset Register, Quotes, Tenders and Contract Management training.

(25/158) Correspondence

A list of correspondence had been previously circulated. In addition, the following had been received since publication of the agenda.

- Cornwall Council and Imerys Public Rights of Way Open Day
- Cornwall Council Closure Order – Duporth Road

(25/142) Dates for the Diary

- Tuesday 24th February – Planning training, briefing on national Planning changes and consultations from government.
It was **RESOLVED that Cllr S Leach will attend this training and report back at the next parish council meeting.**
- A meeting has been arranged for Thursday 26th February for Cllr B Leach, Cllr J Bull and Cllr S Leach with Cllr J Mustoe to discuss Cornwall South Community Area Partnership.
- Monday 23rd March 2026 - Councillors Data Protection Training
It was **RESOLVED** that Cllr Sue Leach will attend this training.

(25/143) Dates of future Parish Council Meetings

19th March 16th April 28th May 25th June 6th August 17th September

The meeting closed at 7.10pm

.....

19th March

Agenda Item 16

Correspondence Received

- Cornwall Council – Porthpean Slipway Repair March 2026
- NALC – Events Newsletter March 2026
- New Planning Appeal Procedures
- Countryside Ranger and Buglife – Planting at Carrikowel Point