

MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 20 DECEMBER 2018 at 6.00pm in THE PATTERN HALL, CHARLESTOWN

Present: Cllrs Bill Leach (Chairman), Sue Leach, Trudy Reynolds, Malcolm Neill, Steve Morris, Richard Hallows, Sue Osbrink, Peter Tombs
In attendance: Julie Larter (Clerk); Cllr Tom French CC; 12 members of the public.

(18/125) Apologies for Absence

Apologies were received from Cllr Dave Nicklin.

(18/126) Minutes of a meeting of the Parish Council held on 22 November 2018

It was **RESOLVED** that the minutes of a meeting of the Parish Council held on 22 November 2018 be signed as an accurate record of the meeting.

(18/127) Matters to Note

There were no matters to note.

(18/128) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(18/129) Chairman's Announcements

The Chairman congratulated the Clerk on passing a BA (Hons) Community Governance and read out a letter of thanks addressed to the Council received from the Clerk.

(18/130) Public Participation

The Chairman asked members of the public to state which matters they wished to speak on.

(18/131) Planning Applications and Related Matters

(i) PA18/10725 – Kennard, The Drive, Duporth: Reserved matters for layout, landscaping, scale and appearance in respect of decision PA18/02806 (Outline application for the construction of up to 3 dwellings with all matters reserved except access. (Demolition of existing dwelling)
Members expressed concerns about the configuration of the proposed properties and traffic egress and the Clerk was asked to arrange a site meeting.

(ii) PA18/11421 – Wreckers, Charlestown Road: Proposed glass box extension to property (Amended plans)

It was **RESOLVED** that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the Parish Council strongly objects to the proposal. It feels that the proposed extension is domestic in appearance and would harm the listed building. The building is in close proximity to the Grade 2* listed harbour and the proposed extension would detract from the industrial nature and character of the area. The Parish Council considers that the benefit of the extension does not outweigh the harm.

(iii) PA18/10467 – Rashleigh Arms: External and interior works to Grade II listed building including internal woodburning stove to be replaced with gas fire; replacement flue; creation of false chimney breast and resurfacing of garden from grass to granite pavers and removal of picket fence

It was **RESOLVED that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the Parish Council supports the proposal but suggests that the inclusion of some roadside hedging and planting to soften the appearance would be beneficial.**

(iv) PA18/1001 – Lane leading to 28 Charlestown Road: Works to various trees covered by a Tree Preservation Order to crown lift trees along marked route to achieve statutory height clearance above footpath (2.5m) and prune trees back to boundary away from footpath

It was **RESOLVED that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the Parish Council supports the application.**

(v) PA18/10999 – Land adjoining 179 Charlestown Road: Works to various trees covered by a Tree Preservation Order – namely crown lift to achieve statutory clearance above footpath (2.5m) and prune trees back to boundary away from footpath

It was **RESOLVED that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the Parish Council supports the application.** The Clerk was requested to ask the Planning Officer to request that when the work is undertaken, the pavement is scraped back at the same time.

(vi) PA18/11000 – Land adjoining St Pauls Church Hall, Naturally Learning, Charlestown: Works to various trees covered by a Tree Preservation Order – namely crown lift trees to achieve statutory height clearance above footpath (2.5m) and prune trees back to boundary away from footpath

It was **RESOLVED that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the Parish Council supports the application.**

(vii) PA18/11595 – 101 Porthpean Road: Non material amendment to application PA18/04963 dated 20 July 2018 for the construction of a detached garage/studio/annexe to change the garage door to a window and door on garage 2

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.**

The current situation regarding the following planning applications was noted:

(i) PA18/08615 The Cooperage, 71 Charlestown Road: Construction of eight two-storey dwellings, provision of vehicular access, external garden amenity areas and vehicular parking spaces (Amended plans)

Planning Permission has been granted.

(ii) PA18/07961 - Land adjacent to 179 Charlestown Road: Outline Planning Permission with all matters reserved for a dwelling

The Planning Officer is awaiting a report from the Tree Officer.

(iii) PA18/08947 – Land east of Rosemary Cottage, Porthpean: Proposed dwelling.

Planning permission has been refused

(iv) PA18/04417 – Land at Beach Road, Porthpean: Construction of a 3-4 bedroom house on domestic recreation land (amended plans).

Planning permission has been refused.

The Chairman thanked Cllr Reynolds for representing the Parish Council at the Planning Committee meeting and residents were delighted with the result.

(18/132) Neighbourhood Development Plan

Cllr Sue Leach reported that the Strategic Group has been successful in obtaining £9,845 from The Big Lottery. A condition of the award is that the group must acknowledge the support of the Lottery and this will be done on the website and on noticeboards. The money will be used to fund the Local Landscape Character Assessment, the business questionnaires and drop-ins, a Housing Needs Survey and additional publicity including newsletters. The business questionnaire will be distributed after Christmas. An agreement in principle was made to accept a quote of around £1,000 for the survey, given that Lottery funding will cover the costs. The Strategic Group has purchased an aerial photograph of Charlestown from the World Heritage Site team and the group has acquired further information about aerial photography and drone technology. Cllr Nicklin has supplied some photographs which have been used in the draft questionnaire analysis. The analysis will be placed on the NDP website shortly. Kath Statham from Cornwall Council has been contracted to undertake the Local Landscape Character Assessment and she is likely to start in March. Archive material is to be examined for inclusion in this survey..

It was **RESOLVED to accept a quote of £1,008.68 from Cornwall Council to undertake a Housing Needs survey.**

The SG has received a quote from Cormac to undertake a traffic survey, the first part of which will cost around £4,000. It was **RESOLVED to accept this quote.** The group is awaiting a quote from the Highways Design Team for an additional traffic survey.

The Chairman thanked the Strategic Group for their work so far.

(18/133) Devon and Cornwall Police Report

No report was available and the item will be removed from future agendas. It was noted that Charlestown Neighbourhood Watch receives a Police report every 3 months and this report would be shared with the Parish Council.

(18/134) Cornwall Councillor's Report

Cllr French said that he was heartened to learn that the Planning Committee appears to be taking note of Neighbourhood Development Plans.

(18/135) Strategic Planning Overview for Development in Charlestown

At the request of the resident who asked for this to appear on the agenda, the matter was deferred to next month.

(18/136) Electoral Review of Cornwall

The decision of the Local Government Boundary Commission was noted. The current St Austell Bay division will be known as the Mevagissey and St Austell Bay division from 2021.

The Clerk said that Cornwall Council would be undertaking a Community Governance review of town and parish councils in the next few months and the matter would appear on next month's agenda. The Clerk was asked to speak to the St Austell Town Clerk about Penrice Park and Chandlers Walk prior to the next meeting.

(18/137) Tree Warden

Cllr Reynolds reported that last month she attended a meeting arranged by Cornwall Council on behalf of the Tree Council. The role of the tree warden is to promote the importance of trees in the community and she is hoping to shadow one of Cornwall Council's Tree Officers at some stage. A page has been set up on the Parish Council's website and this will be updated with relevant tree related issues as required. Cllr Reynolds said that 24 December was Tree Charter Day and asked members and residents to sign up to the charter - a link is on the Parish Council's website. Cllr Reynolds encouraged members and residents to contact her if they have any concerns, comments or suggestions relating to trees.

Cllr French gave his apologies and left the meeting.

(18/138) Standing Orders and Financial Regulations

It was **RESOLVED to adopt revised standing orders.**

(18/139) Highways Matters

The Clerk was asked to report potholes adjacent to Mill Lane and Penrice Academy to Cornwall Council. She was also asked to ascertain when Charlestown Road and Church Road are due to be resurfaced to ensure that the proposed NDP traffic survey does not coincide.

(18/140) Financial Matters

(i) Grant Funding Requests

National Coastwatch Institution

It was **RESOLVED to make a grant of £200 towards the purchase of a replacement CCTV camera.** The Clerk was asked to enquire whether the organisation has sought funding from the other parishes it serves within the bay.

Cornwall Hospice Care

It was **RESOLVED to make a grant of £500 towards the expansion of Neighbourhood Hubs.**

It was considered that the parish council's grant policy needs updating and Cllr Hallows will undertake this for consideration at next month's meeting.

(ii) Clerk's request to attend the Society of Local Council Clerks Practitioners Conference

It was **RESOLVED to fund 1/3 of the cost of the Clerk attending the SLCC Practitioners Conference.**

(iii) The following payments were authorised and current bank balances noted:

DD	Pennon Water Services	Toilets	£141.50
DD	SWW	Hall	£18.50
DD	BT	Telephone and broadband	£96.70
DD	E-On	Electricity for hall	£451.57
DD	Cornwall Council	Business Rates (toilets)	£74.00
DD	SSE	Electricity for toilets	£75.11
BACS	Broxap	Litter bin for Church Road	407.94
BACS	Cornwall Council	Election charges by-election 8 November	£2,069.81
BACS	G Blackmore	Verge cutting	£80.00
BACS	AMPS	Electrical testing and repairs to hall	£476.29
BACS	Vision ICT	Email hosting 2019	£259.20
BACS	Cornwall Council	Aerial image of Charlestown for NDP	£40.00

BACS	AA Garden Services	Cutting SWCP and inland PRoW	£2,325.00
BACS	Lyreco	Toilet supplies	£83.06
BACS	Mrs J Larter	Expenses	£103.61
BACS	ITEC	Monthly photocopy charges	£41.00
BACS	Employees, HMRC, Cornwall Pension Fund	Salaries and oncosts	£2,958.84

(18/141) Meetings/Training Attended

26 November – Cllr Reynolds represented the parish council at Cornwall Council’s Central Sub-Area Planning Committee meeting

29 November – Councillors and the Clerk attended GDPR training

4 December – Clerk attended SLCC Cornwall branch meeting where a presentation on Kresen Kernow, Cornwall Council’s new archive centre was made

11 December – Cllr Tombs attended Cornwall Council’s Planning Workshop. The Clerk is to circulate the presentation slides

13 December – The Clerk attended the St Austell and Mevagissey Community Network Panel meeting. At the meeting workshops were held by Devon and Cornwall Police and Community Speedwatch volunteers. Community Speedwatch is seeking additional volunteers and would like proposals for suitable monitoring sites

(18/142) Correspondence

A list of correspondence had previously been circulated and the following correspondence was received after publication of the agenda:

- Email from CALC regarding Crantock PCs request for an open court decision
- Email from SWW regarding an incident in Quay Road last week

Members decided they did not wish a request for support regarding a declaration of climate emergency to be discussed at the next meeting. It was felt that much of the content within the resident’s letter was beyond the remit of the parish council.

(18/143) Dates for the Diary

There were no dates for members’ diaries.

(18/144) Dates of Future Meetings

20 December 2018, 17 January, 21 February, 28 March, 18 April, 16 May, 20 June, 18 July, 22 August, 19 September, 17 October, 21 November, 19 December 2019

(18/145) Exclusion of the Public and Press

Under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, it was **RESOLVED that because of the confidential nature of the business to be transacted the public and press be excluded from the meeting.**

Members of the public left the meeting at 7.22 pm

(18/146) Valuation of Assets

It was **RESOLVED** to accept a quote from Dowling Dodd to undertake an asset valuation and also to conduct a survey of the condition of the roof.

The meeting closed at 7.36 pm

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Chairman

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Date

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