

## **MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 18 JANUARY 2018**

**Present:** Cllrs Linda Lang, Malcolm Neill, Trudy Reynolds, Dave Nicklin, Sue Osbrink

**In attendance:** Cllr Tom French CC; Julie Larter (Clerk); 11 members of the public.

In the absence of the Chairman, Cllr Linda Lang Chaired the meeting

### **(17/149) Apologies for Absence**

Apologies were received from Cllrs Bill Leach, Sue Leach, Haydn Webb, Tamsin Low and PCSO Julie Carpenter.

### **(17/150) Minutes of a meeting of the Parish Council held on 14 December 2017**

It was **RESOLVED** that the minutes of the meeting held on 14 December 2017 be signed as an accurate record of the meeting.

### **(17/151) Matters to Note**

The Clerk reported that following last month's meeting, the Secretary of the Friends of St Paul's Church had contacted her to say that the Charlestown Chronicle is still being produced. She iterated that the magazine is for the whole of Charlestown and would welcome the opportunity to pool resources if there is a proposal to produce a parish magazine. The Clerk has passed her details on to Mrs Tombs.

The Clerk stated that repairs to the paying mechanisms in the public toilets have now been completed – the cause was damp. In consultation with the Chairman, it was agreed to pay for an employee of the manufacturer to repair, re-install and seal the units to ensure that the job was completed properly. This has incurred an additional cost.

### **(17/152) Declarations of Interest on Items on the Agenda**

There were no declarations of interest.

### **(17/153) Chairman's Announcements**

The Chairman had no announcements to make.

### **(17/154) Public Participation**

Mr Hallows said he would like to speak about the Neighbourhood Development Plan and the Chairman said he would be given an opportunity to do so when the agenda item was reached.

### **(17/155) Planning Applications and Related Matters**

(a)

(i) PA17/11051 – 63 Bay View Road, Duporth: Works to a tree subject to a tree preservation order. Crown reduction of Beech by 2m and crown thin by 10%

Following sight of the Tree Officer's report, and after consultation with members, the Clerk responded to the Planning Officer stating that the Parish Council had no objections. It was noted that the application has now been approved.

(ii) PA17/10536 – Behind Quarry Walk and Woodland View, Duporth: Works to trees subject to a tree preservation order. Reduce Rhododendron to 5m in height and a spread of 10m and fell Beech

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.**

(iii) PA17/11743 – Land South West of 1 Chandlers Walk: Proposed new dwelling and associated works.

It was noted that this application has been withdrawn.

(iv) PA17/11711 – The Moorings, Porthpean Beach Road: Proposed new porch extension to existing dwelling

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.**

(b) The current situation on the following outstanding applications was noted

(i) PA17/09086 and PA17/09088 (LBC) - Pier House Hotel, Charlestown Road: Proposed refurbishment of The Pier House Hotel with internal and external alterations and additions  
These applications have now been approved.

(ii) PA17/10029 – Salamander, Quay Road: Extension to existing residential property to provide additional holiday let including demolition of modern conservatory

The Clerk reported that the planning officer is meeting with the agent to go through the Conservation Officer's comments and to agree a design that is more in keeping with the area.

(iii) PA17/08006 - Shipwreck and Heritage Centre – Demolition of single storey extension to the north west, alterations, ground floor extensions to provide additional exhibition and retail space and toilets and refuse store, first floor extension to provide new multi-use space, new two storey entrance, external landscaping

The Clerk has spoken to the planning officer who said the application is progressing.

(iv) PA17/09741 – The Longstore: Retrospective planning permission for works to retaining wall, street lights and other external works

This application has been refused.

(iii) PA17/08771 - Charlestown Chapel: Listed Building Consent for the conversion of the Sunday School to 3 residential apartments (replacement of roof and other minor amendments to approved applications PA13/05121 and 122)

A site meeting took place on 12 January with Historic England Engineers, Historic England Inspectors, the Conservation Officer and the Planning Officer. They looked at the roof. The Conservation Officer is keen to keep as many timbers as possible and the Planning Officer is looking at conditions being attached to any consent once an inspection of the timbers has taken place. Details for the lanterns were discussed. The Conservation Officer wants the toilet block at the rear retained and if the developer wishes to remove it, he will have to justify why. A discussion took place about what repairs would be required to the bulge at the front of the building.

The Planning Officer is waiting for more information to come in and has said it is a question of trying to obtain a balance between all parties as to what is acceptable.

(c) Enforcement

(i) Charlestown Chapel

The Enforcement Officer has asked the Historic England Planning team to draw up a schedule of works for an Urgent Works Notice and is awaiting their reply.

(ii) The Longstore

The Enforcement Officer is awaiting further comments from the Conservation Officer so that she can finalise her report to take action.

(iii) Harbour Lights

The case was deemed not expedient and has been closed

### **(17/156) Neighbourhood Development Plan**

Cllr Linda Lang reported that at the December Parish Council meeting, Terms of Reference were agreed by the Council. Two meetings of the Strategic Group have taken place and some issues need to be smoothed out. A sticking point is the number of people on the Strategic Group. The Terms of Reference states membership is limited to a maximum of 12. Cllr Lang said that the ToR were drawn up from similar documents from other NDP groups. At the Steering Group meeting held on 8 January there was a request that the wording stating the maximum membership number be removed from the document. Cllr Lang explained that under the Council's Standing Orders, decisions could not be revoked for 6 months except by a special motion which requires notice by at least 3 councillors to be given to the Clerk, and the decision must remain for the time being.

Drop in meetings are to be held on Monday 26 February at Porthpean Golf Club between 1700 and 1900, Thursday 1 March in The Pattern Hall between 1700 and 2000 and on Saturday 3 March in The Pattern Hall between 1000 and 1200. A flyer is currently being produced to be hand delivered to all households. Mr Tombs has drafted a project plan.

Mr Hallows said that he didn't feel that the composition of the Strategic Group was inclusive and hoped that 3 of the 7 councillors on the Strategic Group would agree to a special motion. He said that by having a restricted number of members, the group was top-down.

Cllr Neill expressed his concern that some members of the public felt that the Parish Council wanted to keep control of the NDP process which was not the case.

Mr Chatterjee said he was very grateful to the Parish Council for taking the initiative and leading the process.

### **(17/157) Devon and Cornwall Police Report**

The Clerk read PCSO Barrott's report. 3 crimes have been reported in the last month – 2 malicious communications (domestic incidents involving abusive texting) and the theft of lead from the roof of a holiday let.

### **(17/158) Cornwall Councillor's Report**

Cllr French reported on progress with the Boundary Commission review. He said that Cornwall Council has drawn up new proposals for divisional boundaries. The consultation closes on 17 February and a first draft will be published by the Boundary Commission in May when there will be a second consultation phase. The final decision will be made in October to come into effect in 2021.

Cllr French said that Mr Wharton is applying to have the public footpath that runs in front of Polmear Farm diverted to the permissive path he installed a number of years ago. Cllr French said this was a sensible proposal and he would support the application.

### **(17/159) The Pattern Hall**

(a) The draft minutes of the Hall Committee meeting held on 5 January were noted. Cllr Neill said that he would like to record thanks to the Clerk for the way she runs the hall. He said the increase in the hall's usage was down to her good management.

It was **RESOLVED** to purchase the following items:

**Table trolley (£238.99)**

**5 side lights (£95.00)**

**2 display boards (£441.00) – these are needed for the NDP drop ins and it is likely they will be paid for out of the NDP grant once it is received**

**Whiteboard (£47.97)**

**Literature holder (£30)**

(b) Defibrillator

This matter was deferred until the next meeting.

### **(17/160) Highways Matters**

Cllr Reynolds said that the potholes on the road leading from Lobbs Shop – Trenarren are getting bigger. She has reported the matter to Cormac and the Clerk was asked to chase. The Clerk was also asked to chase repairs to the pothole south of the first speed cushion at the top of Charlestown Road.

### **(17/161) Financial Matters**

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

DD	SWW	Toilets	£158.00
DD	SWW	Hall	£25.50
DD	BT	Telephone	£32.25
DD	Cornwall Council	Business Rates (toilets)	£72.00
DD	E-On	Electricity for hall	£411.73
DD	Fintect	Photocopy lease charges	£196.61
SO	Cornwall Pension Fund	EE and ER contributions	*
000734	ITEC	Photocopy charges for December	£37.87
000735	Lyreco	Stationery and toilet cleaning supplies	£67.41
000736	Speeder	Repairs to toilet locking mechanism	£486.00
000737	ITEC	Photocopy charges for January	£20.30
000738	SLCC	1/3 share of Community Governance course deposit	£50.00
000739	B Reynolds	January salary	*
000740	R Rodriguez	January salary	*
000741	K Carter	January salary	*
		Mileage	£8.55
000742	Mrs J Larter	January salary	*
		Mileage	£30.15
		Postage	£30.95
		Expenses	£6.59

\*publication of salary payments is excluded under the Data Protection Act

The Clerk reported that she has received an invoice for the annual service charge for the defibrillator at Higher Porthpean, and asked for authorisation to switch the service contract over to FLEET as it was far cheaper. It was **RESOLVED to take this course of action.**

It was noted that the defibrillator in the Pier House is still accessible during the current renovations.

**(17/162) Meetings/Training Attended**

8 January – Cllrs Sue Leach, Linda Lang, Trudy Reynolds, Sue Osbrink, Haydn Webb, Dave Nicklin, Malcolm Neill attended the Neighbourhood Development Plan Strategic Group meeting

11 January – Cllr Webb attended the St Austell Town Gateway Greening Group meeting

18 January – Cllr Osbrink attended CALC’s Minutes and Agendas training

**(17/163) Correspondence**

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

- Minutes of the St Austell and Mevagissey Community Network Panel meeting held on 13 December
- Notification of Cornwall Site Allocations Development Plan examination hearing
- Details of Crowdfunding workshops
- Details of Cornwall Council’s Planning Conference on 22 February
- Details of Creative Workshops for Clay Town: St Austell and beyond
- Planning Newsletter

**(17/164) Dates for the Diary**

1 February – NDP Strategic Group meeting

26 February – NDP Drop in at Porthpean Golf Club

1 and 3 March NDP Drop-in in The Pattern Hall

**(17/165) Dates of Future Meetings**

22 February, 22 March, 19 April, 17 May, 21 June, 19 July, 23 August (if required), 20 September, 18 October, 22 November, 20 December

The meeting closed at 7.00 pm

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Chairman

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Date