

MINUTES of THE ANNUAL MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 17 MAY 2018 at 6.00pm in THE PATTERN HALL, CHARLESTOWN

Present: Cllrs Bill Leach (Chairman), Sue Leach, Trudy Reynolds, Dave Nicklin, Sue Osbrink, Malcolm Neill, Steve Morris, Richard Hallows
In attendance: Cllr Tom French CC; Helen Nicholson, Community Link Officer, Cornwall Council; Julie Larter (Clerk); 8 members of the public.

(18/001) Election of a Chairman

It was **RESOLVED** that **Cllr Bill Leach** be elected to serve as **Chairman** for the **forthcoming year**. **Cllr Leach** then duly signed a **Declaration of Acceptance of Office**. Cllr Neill wished to record his thanks to Cllr Leach for the fair and good humoured way has led the Council over the past 9 years.

(18/002) Election of a Vice-Chairman

It was **RESOLVED** to elect **Cllr Linda Lang** to serve as **Vice-Chairman** for the **forthcoming year**.

(18/003) Apologies for Absence

Apologies had been received from Cllr Lang and PCSO Carpenter.

(18/004) Minutes of a meeting of the Parish Council held on 19 April 2018

It was **RESOLVED** that the minutes of the meeting held on 19 April 2018 be signed as an accurate record of the meeting.

(18/005) Matters to Note

There were no matters to note.

(18/006) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(18/007) Chairman's Announcements

The Chairman had no announcements to make.

(18/008) Public Participation

A member of the public requested to speak when items 10(c), 11 and 13 were discussed.

(18/009) Planning Applications and Related Matters

(a)
(i) PA17/08771 and PA17/08772(LBC) - Charlestown Chapel: 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) – Revised plans
It was **RESOLVED** that the **Clerk** should respond to the **Planning Authority (Cornwall Council)** stating that the **Parish Council** supports the application but urges **Cornwall Council** to make sure that the conditions being imposed on the chapel site will be

clearly enforceable in securing the renovation and conservation of these extremely important heritage assets.

(ii) PA18/03595 – 12 Ridgewood Close: Works to trees subject to a Tree Preservation Order. Reduce overhanging branches on 5 semi-mature Sycamore back to the boundary, reducing the side branches by 2m and leaving growth points at 1m from the stem

It was RESOLVED that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the Parish Council is happy with the recommendations of the tree officer and has no objections to the proposal.

(iii) PA18/04317 – The Retreat, Porthpean Beach Road: Proposed 3 storey extension including balcony and general alterations

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

(b) The current situation regarding the following planning applications was noted:

(i) PA18/02806 – Kennard, The Drive, Duporth: Outline application for the construction of up to 3 dwellings with all matters reserved except access (demolition of existing property)

Following last month's meeting the Clerk requested a meeting with the Planning Officer and Highways Officer but she was told that this was not possible. The Highways Officer has no concerns with the application and it is likely to be approved. The Clerk was requested to press for a site meeting once more.

(ii) PA18/01474 – 92 Charlestown Road: Construction of a 2 storey rear extension and slate hanging of first floor to front elevation

The applicant is unwilling to consider a single storey extension and at the Parish Council's request, Cllr French has called in the application.

(iii) PA17/11421 and 11422 (LBC) – Wreckers, Charlestown Road: Proposed glass box extension to property

The Clerk had no update.

(c) To receive an update on the following enforcement matters:

(i) Charlestown Chapel

There was nothing to report from Enforcement.

Cllr Neill reported that he once again raised concerns about the condition of the chapel at the St Austell and Mevagissey Community Network Panel meeting on 10 May, and it was agreed that the Panel would write to John Betty, Cornwall Council's Strategic Development Director for Economic Growth and Development asking him to consider purchasing the chapel as part of economic development. Mrs Nicholson has drafted a letter for Cllr Neill's approval.

(ii) The Longstore

No appeal has been received to date.

A response has been received from Cornwall Council and the Local Government Ombudsman regarding concerns about the lack of enforcement in Charlestown and Cllr Neill suggested the group that originally met with Steve Double MP should reconvene to discuss the way forward. The Clerk was asked to write to Mr Double to enquire whether he has arranged a meeting with the Heritage Officer and the newly appointed Government Minister yet.

(18/010) Neighbourhood Development Plan

Cllr Sue Leach reported that 2 volunteers have joined the Strategic Group and they have had a potential expression of interest from another person. A subgroup of the Strategic Group is working on developing the first questionnaire for residents and businesses. The questionnaire will be put to the Parish Council for approval prior to circulation. Cllr Leach explained that the questions will incorporate matters raised at the recent drop-ins but will follow the same format as used by other NDP groups.

A further bid will be submitted to My Community shortly to help fund the Landscape Character Assessment. An application will also be made to The Big Lottery.

Cllr Leach said that she attended General Data Protection Training yesterday and there are implications for the Neighbourhood Development Plan. At the training it was reiterated that the Parish Council is the lead for NDPs and data gathered will come under its control.

It was noted that the website needs updating regarding the NDP.

(18/011) Devon and Cornwall Police Report

The Clerk reported that one crime was reported between 19 April and 13 May – possession of a Class B drug in Charlestown Road.

There were 3 logs of anti-social behaviour in and around the Regatta field, outside the Rashleigh and The Pier House. There was also a road traffic collision in Church Road.

PCSO Carpenter is hopeful that recent anti-social behaviour has been defused but asked anyone who experiences further incidents to let the Police know.

(18/012) Cornwall Councillor's Report

Cllr French reported that he has received a complaint about the old path in Campdown cemetery which ruts in the winter. He has asked Cornwall Council to re-lay the path. Cllr French explained about a scheme to install mobile phone masts in church towers and asked about the strength of the mobile signal in Charlestown. Cllr French will speak to the Churchwardens. Cllr French is chasing Cornwall Council for a response regarding the Regatta field.

(18/013) General Data Protection Regulations

The Clerk's report was noted and it was decided that all councillors should attend an in-house training session – the date is to be arranged.

(18/014) Litter

Members discussed whether to purchase litter pick equipment or borrow it from Clean Cornwall and it was decided to borrow when required. The provision of a litter bin in Church Road is to be discussed at the next meeting.

(18/015) Pavement Weedspraying

It was **RESOLVED** that the Parish Council would undertake pavement weed spraying again this year in Crinnis Road, Church Road, Charlestown Road and Porthpean Beach Road from its junction with Pentewan Road to Blue Waters. A quote from Complete Weed Control was accepted. The Clerk was asked to specify the second spray to be in September before leaves fall.

Cllr Neill gave his apologies and left the meeting as he had a prior engagement to attend.

(18/016) Highways Matters

(i) Parking in Charlestown

The Clerk has received a reply from Penrice Academy who are happy to discuss using the school car park as a park and ride park over the summer holidays. A working party was set up consisting of Cllrs Hallows, Morris and Osbrink and the Clerk.

(iii) Other Highways Matters

Cllr French is to speak to Cormac about the barriers that were put around a tree in Charlestown Road last year and the matter is to be put on next month's agenda.

In response to the point raised by the Chairman last month about the compulsion to use Cormac to undertake works as part of the Community Network Highways scheme, Mrs Nicholson explained that Cornwall Council is bound by procurement rules to use Cormac. If the Parish Council wished to spend their own money it could use any suitably accredited contractor and obtain permission from Highways.

(18/017) Financial Matters

(i) A report from the Internal Auditor was noted

(ii) It was **RESOLVED to agree the Annual Governance Statement.**

(iii) It was **RESOLVED to agree the Annual Accounting Statements.**

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

DD	SWW	Toilets	£72.76
DD	SWW	Hall	£25.50
DD	BT	Telephone	£52.53
DD	BT	Broadband	£125.81
DD	Cornwall Council	Business Rates (toilets)	£72.00
DD	E-On	Electricity for hall	£151.68
DD	Cornwall Council	Business rates for toilets	£74.00
000787	Cornwall ALC	Training	£108.00
000788	SLCC	1/3 share Clerk's membership renewal	£94.34
000789	Lyreco	Toilet supplies	£82.25
000790	R B Reynolds	May salary	*
000712	K Carter	May salary Mileage	* £11.25
000792	R Rodriguez	May salary	*
000793	Mrs J Larter	May salary Expenses Mileage	* £22.11 £43.65
000794	Cornwall Pension fund	EE and ER contributions	*
000795	ITEC	Monthly photocopy charges	£22.36

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

(v) In order to facilitate on-line banking, it was **RESOLVED to transfer the Parish Council's bank accounts to Unity Trust Bank.**

(18/018) Meetings/Training Attended

23 April – Cllrs Neill and Reynolds together with the Clerk met with representatives from the Penrice Estate to discuss how to deal with the person who has been living in a motor vehicle on The Ledrah since January and ways of preventing it in future. Cllr Osbrink offered to ask an outreach worker from St Petroc’s to visit the gentleman.

26 April – The Clerk attended an SLCC Smaller Councils meeting

3 May – Cllr Osbrink attended GDPR training

9 May – Cllrs Hallows and Nicklin attended the St Austell Place Story meeting

10 May – Cllrs Neill and Lang attended the St Austell and Mevagissey Community Network Panel meeting

16 May – Cllr Sue Leach attended GDPR training.

(18/019) Correspondence

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

- Details of vacancies on Cornwall Countryside Access Forum
- Details of Tree Warden Awareness Sessions. Cllr Reynolds has offered to undertake the role for the parish
- NALC newsletter
- Information regarding Cornwall Sites Allocations Development Plan documents
- Special Town and Country newsletter regarding enforcement and a subsequent email from Steve Double MP
- Invitation to attend the Foundry Parc Amenity Areas Management AGM

(18/020) Dates for the Diary

There were no dates for the diary

(18/021) Dates of Future Meetings

21 June, 19 July, 23 August (if required), 20 September, 18 October, 22 November, 20 December

The meeting closed at 8.00 pm

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Chairman

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Date