

**MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 17 OCTOBER 2019 at 6.00 pm in THE PATTERN HALL, CHARLESTOWN**

**Present:** Cllrs Bill Leach (Chairman), Trudy Reynolds, Peter Tombs, Sue Leach, Sue Osbrink, Richard Hallows, Dave Nicklin, Steve Morris

In attendance: Cllr Tom French, CC: Julie Larter (Clerk); Peter Crawford (Senior Land Buyer, Wainhomes), 21 members of the public

**(19/100) Apologies for Absence**

Apologies were received from Cllrs Malcolm Neill.

**(19/101) Minutes of an Extraordinary Meeting of the Parish Council held on 7 September 2019**

It was **RESOLVED** that the minutes of the meeting be signed as a true record of the meeting.

**(19/102) Matters to Note**

The Clerk reported that she has received a quote from Mid Cornwall Landscaping to replace the 2 trees removed by Cormac last year. The cost for the work would be £7,116. The Clerk went on to say that she then contacted Cormac to see if they would be willing to part fund the work and received a response saying that they are to commission work this year with a view to replacing the missing trees.

The Clerk also reported that there was another cliff fall on Charlestown beach on 1 October. The Countryside Officer has indicated that they may have to consider temporarily re-routing the SWCP if further falls occur. The reparation works are currently being costed and indications are that costs are likely to be considerably higher than was first thought given the difficulty of getting plant and materials onto the beach. The Clerk said that she has written to Peter Marsh, Service Director at Cornwall Council expressing the parish council's concerns about the long-term viability of the path and stressing the need for urgent action.

**(19/103) Declarations of Interest on Items on the Agenda, Gifts and Hospitality**

Cllr Morris declared an interest in agenda item 7 (iii) as he is Chairman of the Duporth Community Interest Company, the applicant.

Cllr Hallows declared an interest in agenda item 18 (a) (i) as he is on the committee of Light Up Charlestown.

**(19/104) Chairman's Announcements**

The Chairman stated that he was re-ordering the agenda and item 14 would be discussed before item 8.

The Chairman went on to say that he had a telephone conversation with Alex Smit earlier in the day and Mr Smit told him that the tunnels leading from the Shipwreck Centre were being opened up this weekend and the Shipwreck Centre will be holding Halloween events incorporating the tunnels.

The Chairman also said that yesterday he was contacted by Alex Smith and Mr and Mrs Parker from the Lusty Pirate who had informed him that they were relinquishing their tenancy. The Chairman and Clerk met the prospective new tenants yesterday and the Chairman received confirmation today at 4.00pm that the tenancy has indeed now been transferred. The Chairman then introduced Daniel Nancarrow, Operations Manager for Rebellion Roast House and Moonshine Bar in Pentewan. Mr Nancarrow explained that the business would be known as Rebellion Charlestown and it will be run as a family restaurant, not a venue. The only events planned will be Christmas parties, and they are currently reviewing existing Christmas party bookings. Mr Nancarrow said that he will be inviting nearby residents to a welcome evening in the very near future.

### **(19/105) Public Participation**

The Chairman invited members of the public to let him know which matters on the agenda they wished to speak about. Mr Taylor, the applicant for planning application PA19/08174 requested to speak about the application and a member of the public also asked to speak about this planning application.

### **(19/106) Planning Applications and Related Matters**

(a)

(i) PA19/08174 – Land Off Mill Lane: Residential dwelling to include associated site works and alteration/formation of vehicular/pedestrian access

Members had previously had a presentation from the agent for the application. The applicant, Mr Taylor explained that he was trying to make the importance of the Longstone more visible to members of the public within the overall design for the project.

It was **RESOLVED that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the parish council objects to the application for the following reasons:**

- 1. The proposal is situated in the green buffer that exists to protect the World Heritage site of Charlestown in its setting and would also, in the view of the council, result in development into the open countryside.**
- 2. The Charlestown Conservation Area Character Appraisal and Management Plan cites "development of the surrounding green fields will weaken Charlestown's identity as a significant historic place distinct from the neighbouring settlements of St Austell, Duporth and Carlyon Bay"**
- 3. The site is not included within the Cornwall Site Allocations DPD.**
- 4. No significant benefit has been demonstrated.**

A member of the public was generally supportive of the application on the basis that there would be no further building in the fields below.

(ii) PA19/08084 – Arncliffe, Porthpean Beach Road: Removal of bungalow roof and construction of first floor extension plus extension to the north west end of the property

It was **RESOLVED that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the parish council objects to the proposal as it considers this to be overdevelopment of the site and the council has concerns about the assertion on the proposed ridge height and the subsequent effect on neighbouring properties. It was also felt that more detailed plans were required to provide a fuller picture.**

Cllr Morris left the room

(iii) PA19/07259 – Duporth Lodge, The Drive, Duporth: Various tree works

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.

Cllr Morris returned to the room

(iv) PA19/07779 – 19 Duporth Bay: Proposed extensions to provide a porch and sun room with raised deck and balcony above

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.

(v) PA1908304 – 28 Charlestown Road, Charlestown: Works to tree works in a Conservation area – removal of a Eucalyptus (this application was for notification only)

(vi) PA19/08634 – 65 Duporth Bay: Application to works to a tree subject to a Tree Preservation Order – works to a Turkey Oak (T1)

It was **RESOLVED** that the Clerk should respond to the Planning Authority (Cornwall Council) stating that provided the Tree Officer is content, the parish council has no objections to the proposed work.

(v) PA19/08652 – 14 Ridgewood Close: Felling of Sycamore tree

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 current situation regarding the following applications was noted:

(i) PA19/06955 and 06956 (LBC) – 1 Church Road: Internal alterations, replacement windows and widening of existing vehicular access  
*No update was available.*

(ii) PA19/06858/59 (LBC) – 82 Charlestown Road: Raise roof height over kitchen and extend flat room extension for bedroom above and demolish existing stone wall at rear  
*The Planning Officer has indicated that the works as submitted are not found to be appropriate additions to the listed building. The historic significance of the property is not fully understood and explained and a Heritage Impact Assessment has been requested.*

(iii) PA19/07146 – The Courtyard, Manor Farm Road: Variation of conditions 2 and 3 of decision notice PA17/02392 dated 06/02/2018  
*The Chairman, Cllr Morris and the Clerk undertook a site visit on 4 October and it was agreed that the 2 end houses should be clad in stone on 2 sides together with the detached property. The Planning Officer is awaiting revised plans.*

(iv) PA19/07235/6 (LBC) – Former Lovering Clay Dry: Proposed demolition and redevelopment of Clay Dry to provide 15 dwellings and associated works  
*The Planning Officer is waiting for the Conservation Officer's report. Members expressed concern about the Highways Officer's report as they have concerns about the suitability of this private road for additional traffic and possible damage to the cask bank during construction work. The Clerk was asked to request a site visit with the Planning Officer and Highways Officer.*

(ii) PA19/01454 and PA19/01455 (LBC) – 2 Quay Road: Proposed dormer window in place of rooflights (to serve the bathroom)  
*This application has been withdrawn.*

(iii) PA19/05219 – The Round House, Charlestown Harbour: Change of use of former harbour master's office for retail use as wedding venue  
*There was nothing to report.*

(iv) PA19/03884 – Charlestown Harbour: Proposed siting of a demountable timber workshop for boatbuilding and repair  
*There was nothing to report.*

(c) Charlestown Conservation Area Character Appraisal and Management Plan  
 A quote of £2,938.82 to update the Plan has been received. The World Heritage Site office has offered a contribution of up to 50% of the cost, but this needs the WHS Board’s approval. Deborah Boden is pursuing the matter. The Conservation Officer is investigating what sort of consultation event would be required and also the committee process to get the revised document endorsed. It was **RESOLVED to accept the quote from Cornwall Archaeological Unit subject to 50% funding from the WHS office.** Cllr Tombs requested that his opposition to the resolution be recorded.

**(19/107) Land Ownership in Charlestown**

Peter Crawford, Senior Land Buyer, Wainhomes outlined the extent of land ownership in Charlestown.

Area	Location	Current Position	Proposal
1	Penrice Academy Playing Fields	Long term lease	No change
2	Fields opposite Foundry Parc	Partially let	Would like to make a small-scale linear development at some time at the front of the fields – no current plans for this. Land to the rear could be used for tree planting
3	The Pattern Hall	99-year lease to parish council	PC has expressed an interest in acquiring the freehold of the building
4	Football field, Church Road	Leased to CC. The field is dedicated as a playing field and the status would remain unchanged	Freehold could be transferred to the PC.
5	Triangle of land at the junction of Church Road/Holmbush Arch Road	Fallow land	Could be a small development comprising 4 – 6 cottages. If the PC is minded to support development, Wainhomes would be happy to make a condition that the houses could only be main residences and not second homes
6	Ropewalk	Protected woodland – Naturally Learning have a licence to run their Forest	PC has expressed an interest in acquiring the freehold

		School in a designated area	
7	Church Hall	Long term lease to Trustees	Freehold could be transferred to the hall trustees
8	Regatta Playing Field	999 year lease to Cornwall Council	Freehold could be transferred to the parish council
9 and 10	Parcels of land below the Regatta Field	Planning permission for development refused at appeal	Wainhomes would like to obtain planning permission to erect 1 or 2 houses on parcel 10 which would not affect the street scene. Parcel 9 could be transferred to the parish council as an extension of the Regatta Field or for use as allotments or a community orchard
11	The former village tip and surrounding land	Landlocked – no public access available	A deal has been made with a local landowner
12	Small piece of land off Mount Charles roundabout	Used for advertising boards	No future plans for the land

Mr Crawford explained if the parish council was minded to support the development of areas 6 and 10, the parish council would be fully involved in developing plans. It was **RESOLVED in principle to progress the transfer/development of Wainhomes land in line with the proposals outlined above.**

### **(19/108) Neighbourhood Development Plan**

Cllr Sue Leach reported that the evidence base was still growing. Workshops are continuing. Several policies are nearing a final draft. No suggestions were received from councillors for additional green spaces so the audit will proceed for those outlined at the September meeting. The results of the traffic survey have been received and have been circulated to councillors. Data has yet to be analysed by the Strategic Group but it does appear that there was no significant variation in the number of vehicles using the surveyed roads in June and August, although peak traffic movement was different during the two surveys. The average speed of traffic on Charlestown Road was 20.6 MPH, although one vehicle was recorded travelling at 60 MPH.

Cllr Reynolds reported that to date £9,342.48 has been spent on the NDP which includes £4,000 committed to the traffic survey and £3,000 on the Landscape Character Evaluations. £400 has now been received from Cllr French's Community Chest and there is approximately £2,000 of grant funding remaining. The SG will decide shortly whether to submit a further funding request to Locality.

Cllr Sue Leach said that the intention is still to have a draft of the plan completed by the end of the year.

### **(19/109) Cornwall Councillor's Report**

Cllr French reported that he has received a complaint about the erection of a bollard in Campdowns Cemetery which he is investigating.

### **(19/110) Tree Warden's Report**

Cllr Reynolds reported that she has contacted the Hext Estate with regard to planting more trees around Trenarren, but they did not wish to support the initiative at the present time. At the invitation of the Regatta Working Party, Cllr Reynolds is investigating planting in the Regatta playing field and separately on the grass area near Porthpean beach.

Cllr Reynolds reported further cases of Ash dieback, this time on trees near Holmbush Arch roundabout.

Cllr Morris said that Duporth Community Interest Company has agreed to plant 50 trees in their woodland next spring as replacement trees.

### **(19/111) Climate Change Working Party**

Cllr Hallows reported that he and Cllr Reynolds have met again with Pat Smith and they have been looking at Helston Town Council's Climate Action Plan. Cllr Hallows said that he has had contact with St Austell Town Council and he is hopeful to join up with them to be part of a wider group to develop a framework that can be distilled down to local parishes rather than re-inventing the wheel.

Cllr Reynolds expressed her concern at the proposal to build a petrol filling station and takeaway on the junction of the A390/A391. Councillors expressed their alarm at the proposal.

### **(19/112) Keep Charlestown Safe**

Cllr Hallows reported that the group continues to work to make Charlestown safer.

### **(19/113) Regatta Playing Field**

Cllr Tombs reported that the Memorandum of Understanding was signed on 10 October and the group is waiting for Cornwall Council to ratify the document. The group is investigating erecting a sign in the field with contact details on and looking into where additional trees can be planted as part of Project 2020. There is additional s106 money available and it is hoped to upgrade the toddlers play area and the group will be involving Naturally Learning in the project. The parish council will be asked to allocate a budget for the field when it discusses next year's budget in November.

### **(19/114) Interpretation Board for Trenarren**

It was **RESOLVED to proceed with the erection of an interpretation board at Trenarren and the work was awarded to Lou Jones Design. It was also agreed to incorporate the design of a parish logo as part of the project.** The National Trust and Cornwall Wildlife Trust have expressed their interest in the project and it is hoped they can make a financial contribution.

### **(19/115) Highways Matters**

(a) Foundry Parc

(i) The Clerk reported that the Foundry Parc Amenity Areas Management Company has undertaken a poll of residents to ascertain whether they wish a fence to be erected to prevent the use of an informal path between the estate and Church Road. 179 properties were balloted, 68 of whom responded. The outcome of the poll was that residents wanted a fence with a code controlled gate to be erected.

(ii) The Clerk has been contacted by the Highways Manager as she has received a request for yellow lining and appropriate signage to be placed in the turning circle in Railway Close. The

Clerk was asked to respond to the Highways Manager asking for parking in the whole estate to be looked at, not an isolated area.

(b) The Cornwall Council (Part of Footpath No 26, St Austell Bay) Public Path Diversion Order 2019

It was noted that the above Order was made on 10 September 2019.

(c) Other Highways Concerns

Clr Morris reported that workers on the over 55's development are parking inconsiderately on the estate, causing obstructions and making it difficult for buses to get through. The Chairman offered to speak to Acorn Blue and the Clerk suggested she speak to Cornwall Council's Civil Enforcement team.

### **(19/116) Review of Policies**

The Council's Standing Orders and Financial Regulations were reviewed together with the Risk Management Policy, Strategy and Risk Assessment. It was **RESOLVED to adopt changes to the Standing Orders and Risk Assessment in line with the Clerk's recommendations.**

### **(19/117) Financial Matters**

(a) Grant Funding Requests

Clr Hallows left the room

(i) Light Up Charlestown

It was **RESOLVED to make a grant of £250 to Light Up Charlestown towards the cost of additional lights and to help meet insurance costs.**

Clr Hallows returned to the room

(ii) Merlin MS Centre

It was **RESOLVED to make a grant of £250 to the Merlin MS Centre towards the cost of outreach physiotherapy.**

(b) The current financial situation was noted and the following payments were authorised.

DD	Cornwall Council	Business rates for toilets	£76.00
DD	SWW	Water for hall	£18.50
DD	E-On	Electricity for hall	£55.36
DD	ITEC	Monthly photocopy charges	£32.47
DD	Fintec	Photocopier lease quarterly charge	£136.91
DD	BT	Telephone and internet	£59.99
BACS	Peake (GB) Ltd	Waste/nappy bin disposal hall and public toilets	£280.82
BACS	AMPS Electrical Services	Additional hearing loop and repairs to extractor fan in public toilets	£525.00
BACS	Lyreco	Stationery	£68.27
BACS	Lyreco	Toilet cleaning products	£23.00
BACS	Vision ICT	Biennial fee for .gov.uk domain	£66.00
BACS	Biffa	Annual contract to empty Charlestown Road bin	£126.98
BACS	Mrs J Larter	Expenses	£105.11
BACS	Staff/CPF	Wages and oncosts	£1,984.56

**(19/118) Meetings/Training Attended**

- 16 September – Cllrs met with Peter Hume from Purl Design regarding PA19/08174
- 19 September – Cllrs Hallows, Nicklin and Neill attended a meeting at St Austell Police Station regarding anti-social behaviour in Charlestown
- 10 October – Chairman, Cllr Toms and the Clerk attended a meeting of the Regatta Working party
- 15 October – The Clerk attended a Cornwall ALC training day on VAT

**(19/119) Correspondence Received**

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

- Cornwall AONB newsletter
- NHS Cornwall Long Term Plan newsletter

**(19/120) Dates for the Diary**

- 21 October – St Austell Town Council meeting with a presentation from Cornwall Council regarding climate change – Cllrs Hallows and Reynolds to attend
- 22 October – Multi Agency Anti Social Behaviour Group – Cllrs Hallows, Nicklin to attend

**(19/121) Dates of Future Meetings**

21 November, 19 December.

**(19/122) Exclusion of Public and Press**

Under Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, it was **RESOLVED that members of the press and public be excluded from the meeting for item 24 as it relates to confidential staffing matters.**

**(19/123) Clerk’s Hours of Work**

It was **RESOLVED to increase the Clerks hours of work by 2 hours with effect from 1 November 2019.**

The meeting closed at 8.10 pm.

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Chairman

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Date