

**MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 9 September 2021 at 6.00pm in The Pattern Hall**

**Present:** Cllrs Bill Leach (Chairman), Sue Leach, Nick Foster, Nigel Chatterjee, Jackie Bull, Richard Hallows, Trudy Reynolds, Mike Norris, Sandie Tilsley

**In attendance:** Cllr James Mustoe CC; 10 members of the public

**(21/066) Apologies for Absence**

There were no apologies.

**(21/067) Minutes of a Meeting of the Parish Council held on 15 July 2021**

It was **RESOLVED** that the minutes of a Meeting of the Parish Council held on 15 July 2021 be signed as an accurate record of the meeting.

**(21/068) Matters to Note**

The Clerk reported that it has been a busy summer with lots of comments from residents and visitors particularly around traffic and parking.

The toilets have been exceptionally busy with around 250 (paying) visitors each day, and consequently they have taken a battering. The new entry systems are ready but there is a shortage of stainless steel for the surrounds so installation has been delayed.

The hall protocol has been revised and the temporary limit on numbers has been lifted.

Bookings are really taking off from next Monday.

The Clerk encouraged the use of the Post Office outreach service as the Post Office is now monitoring its use and the facility could be withdrawn if more people don't start using it.

There is no news on the Charlestown Character Assessment and the Clerk reported that she is waiting for a decision from Historic England on the listing of the Rashleigh Car Park.

The Clerk reminded those present that it is the neighbourhood plan referendum on 16 September.

**(21/069) Declarations of Interest on Items on the Agenda**

There were no declarations of interest.

**(21/070) Chairman's Announcements**

The Chairman welcomed Cllr Sandie Tilsley to the council and wished her well for her forthcoming wedding. He thanked people for their good wishes during his recent ill health.

**(21/071) Cornwall Councillor's Report**

Cllr Mustoe tabled the following report:

I hope you all at least survived the incredibly busy summer season. The weather now seems to have taken a turn for the worse but it was nice to be able to enjoy the weather while it lasted.

I met with residents, Cormac and the Parish Council to discuss car parking problems on Duporth Road. Some short term fixes to deter parking in hazardous areas with cones were agreed and implemented, and will stay in place until covid regulations end, which is currently on 30 September.

As well as this, some long term proposals to tackle parking in the area while helping the residents in the cottages at the bottom of the road, were proposed.

Cormac have now replied which I can present as follows:

*'At our meeting recent meeting at Duporth Road, we discussed a residents parking scheme for the handful of cottages where we stood.*

*Cornwall's policy on Residents' Parking is contained in the Traffic Management Parking Policy Statement agreed by Cabinet in 2016.*

*In summary, residents' parking will only be considered as part of a wider transport strategy for a town, as introducing it with a piecemeal approach can result in commuter or other visitor parking migrating to neighbouring residential areas. As I mentioned on site, in relation to Charlestown, we received enquiries about parking concerns along Charlestown Road, Church Road (and Julie Larter had also shared a recent enquiry about this road) as well as the Castings Drive area, so these residents wouldn't be happy if a small scale scheme were to be considered at Duporth Road.*

*The process of reaching a concluded scheme, if taken forward, is very time consuming and costly (with surveys, pre-consultation and TRO consultation), and to recoup costs of consulting, implementing and running schemes, this income is only likely to cover costs where a high percentage of residents purchase permits. Experience from this process is that, in most cases, strategic residents parking schemes are unlikely to be supported in most of Cornwall's towns, and small schemes do not usually work due to impacts of displacement parking and not being easily enforceable within existing regimes.*

*Having said all that, there is a small opening in the Community Network Panel highways scheme – the FAQs for this says:*

Q17. *Can residents parking requests be included in the Network Highways scheme?*

*Residents' parking schemes will usually not be eligible for this funding unless the following can be evidenced:*

- local support for the scheme (not requiring further surveys at cost to the CNA);*
- that the scheme is affordable (most effective residents' parking schemes need to cover large areas to avoid displacement parking – such a scale is unlikely to be affordable);*
- The scheme is enforceable (remote schemes not on existing enforcement routes will cost more for the enforcement service)*
- The scheme will not result in displacement parking (introducing small scale schemes often push the non-resident parking into adjacent streets)*

*Here are a couple of links to the details of how the schemes are run, and the costs involved:*

[\*on-street-residents-parking-guidance-jan-2018.pdf \(cornwall.gov.uk\)\*](#)

[\*Resident Parking Zones - Quick Guide \(cornwall.gov.uk\)\*](#)

*As you can see, this is quite a complex and an emotive issue. Unfortunately we often have individual residents who think a scheme will solve their problems but getting consensus from other residents, particularly when they have to pay, means that getting a viable scheme in place is not often straight forward. Also, it is noted that there are more properties for space available in the bay opposite the cottages at Duporth Road, so I am not sure how well received that would be either.'*

Regarding the limited waiting bay option opposite the cottages, Cormac would be grateful for details from the community and associated timings that might be acceptable to all residents in that area. Rachael did not think the costings would change much. I would be happy to work with the parish council to get his information from the residents, perhaps via a leaflet drop?

Turning to the vegetation defects that were discussed at the site meeting, Cormac confirmed that defects are categorised depending on highway safety risk. Whilst there may be evidence of growth encroaching into the highway it doesn't necessarily constitute a safety concern warranting immediate attention.

I reiterated the need for work to be done on this corner given what I believe are clear health and safety concerns and Cormac have now raised an instruction for the vegetation to be removed following the concerns raised by the community.

Finally, turning to the wider issues around Church Road that were touched on at the meeting, Cormac were keen to say that any new double yellow line or similar restrictions can be put forward by the Parish Council for consideration under any future community network-style highways schemes. The detail on the new scheme is yet to be given but I will be happy to support the Parish Council and local residents with any new schemes that come forward that ease parking and congestion issues in Charlestown and indeed, the wider parish.

Cormac also said that they would not oppose any potential park and ride scheme but that it would be for the parish council and any third parties to organise and run, as they would not have a role to play in it.

I met with a Cornwall Council officer on Porthpean Beach to discuss the signage and infrastructure around this site, which is in urgent need of review.

Subsequently, I have commitments from Cornwall Council to regularise the dog ban signage, remove out of date signage and infrastructure, remove large amounts of rubbish that had been allowed to pile up by the toilets and replace single bins with double bins, thus giving more capacity for the waste collection infrastructure at the beach. I await these points to be actioned.

I also met with Simon Hannaford from the RNLI at Porthpean to discuss safety awareness and signage across the whole of the coast of the Mevagissey and St Austell Bay Division.

I remain in regular contact with Cornwall Council's planning officer around the hybrid planning application at Duporth that has attracted comment. I will provide a further update once there is something substantive to give.

In enforcement matters, following my request in May, I had confirmation yesterday that Cornwall Council will be allocating a planning and enforcement officer to be dedicated to Charlestown. I hope this will help with the issues around the village and harbour, avoid duplication and things being missed from the council and ensure that the importance of the World Heritage Site continues to be recognised.

I have continued to report issues of ASB in our coastal waters to the appropriate bodies when the situation merits it. The Parish Council may be interested in responding to the Government's consultation on better regulating the use of personal watercraft aka jet skis, which went live on Monday:

<https://www.gov.uk/government/news/government-to-clamp-down-on-dangerous-use-of-jet-skis-with-new-legislation>

I have scheduled the first organised beach cleans that we have been able to hold in over 18 months, in conjunction with Three Bays Wildlife Group as part of the Marine Conservation Society's Great British Beach Clean Week. The one in St Austell Bay Parish will be taking place on Sunday 26 September at Porthpean beach. All equipment will be provided by me and Clean Cornwall.

Finally, yesterday I was honoured to be invited to an unveiling of a memorial plaque to commemorate those men from Porthpean village who lost their lives in the two world wars. Thank you to Kathy Stills for putting in years of work to get to this point. It was a moving service.

The Chairman thanked Cllr Mustoe for his input into the traffic issue and said that last year the council met with the Highways Officer regarding Duporth Road and the possible installation of residents parking bays, but the cost was c£7500 – c£10,000 per bay. It is a difficult problem to try to resolve as there are similar issues on Charlestown Road and in Church Road. He wondered whether the situation had been exacerbated in the last 2 years because of the Covid situation.

### **(21/072) Public Participation**

A member of the public expressed concern about planning applications PA21/07841 and PA21/07952 relating to 179 Charlestown Road. Another member of the public questioned whether an application for a change of use should have been submitted as this is a former orchard.

A member of the public enquired about the 3 allocated time limited parking spaces near Charlies coffee shop on Charlestown Road. Cllr Mustoe is to contact the Highways Officer for further information.

A member of the public stated that the recent public consultation had no value. No cost benefit analysis had been undertaken and he felt that the questions were biased.

A member of the public expressed his concern that a letter sent to the council regarding plots X and Y had not been replied to. The Chairman said that the letter did not indicate that a reply was requested. The member of the public also said that he felt that comments made by residents should be made public and had asked for a copy of the comments. The Clerk had checked with the Information Commissions Office that it was acceptable to forward these on, which it is and she had previously explained that she would provide the comments when her workload permitted. The member of the public felt that the answers to plots X and Y did not show overwhelming support. The Chairman said that he admitted that there was a mistake in the questionnaire in that tick boxes for Plots X and Y should have been greyed out.

### **(21/073) Planning Applications and Related Matters**

(a)

(i) PA21/07952: 179 Charlestown Road: Works to trees namely Ash (T1) – fell, Ash (T2) – fell, Sycamore (T3) – pollard to 4m height, Ash (T4) – pollard to 4m height: all subject to a Tree Preservation Order

(ii) PA21/07841: 179 Charlestown Road: Proposed summer house and decking

As the Tree Officer has asked for additional reports, the applications were deferred to the October meeting for consideration.

(b) The outcome of the following applications received during the summer break was noted:  
(i) PA21/06714: 181 Charlestown Road: Works to trees namely row of Limes (G1) Crown lift to 3m retaining the large lowest laterals – subject to a TPO  
*Application was deemed invalid.*

(ii) PA21/07384: Charlestown Battery – Works to trees within a Conservation Area: Felling of trees and vegetation  
*Decided not to make a TPO*

(b) The Clerk updated members on the following applications:  
(i) PA21/01311 – Land South of Duporth Road: Full planning application for proposed 2 units of affordable housing at land adjoining 31 Charlestown Road in conjunction with outline application for 6 open market housing on Duporth Road and proposed off road parking on Crinnis Road  
*Following discussions with the planning officer, the agent is considering withdrawing the application.*

(ii) PA20/09731 – 4 Garden Walk: Construction of single storey extension with new sun terrace above and alterations to existing property  
*Amended plans are to be submitted. The applicant has offered to attend a parish council meeting to answer questions and neighbours have been consulted.*

#### **(21/074) Parish Consultation**

The results of the consultation were noted. Cllr Hallows asked whether a postcode analysis had been undertaken, but Cllr Sue Leach said that this was not possible as not all respondents gave their postcode. Cllr Bull stated that the consultation was undertaken at the request of a group of residents who wanted more public involvement in the decision making process and that it was intended to act as a flavour of what residents think about the parish council taking over the plots of land.

#### **(21/074) South West Coast Path**

The Clerk reported that Section 25 agreements have been drafted and sent to all affected landowners. Until they have all been agreed, Cormac cannot proceed with the roll back.

Work to East Cliff, Charlestown is due to commence w/c 1 October and a compound will be set up prior to this. The work is scheduled to take approximately 5 weeks.

#### **(21/075) Highways Matters**

(a) Parking in the Parish

A number of complaints had been received over the summer regarding traffic and parking and Cllr Bull suggested that as a solution could not be found tonight, a working party should be set up to look at the traffic/parking problem across the parish. The Highways Manager would be invited to attend the first meeting and Cllr Mustoe offered to be involved. Residents from each problem area would be invited to express their concerns and the group would draw

up a list and consider the problems in a whole parish approach. Terms of Reference will be considered next month. Cllr Bull asked for a clarification of costs previously provided to the parish council.

A resident of Charlestown Road stated that she does not have any private parking and it is very stressful when she cannot find anywhere to park. Some residents have already moved out of the village as a result of the problem, causing more family homes to be converted into holiday homes. The member of the public asked whether a scheme for residents parking permits could be put in place for the summer months as she felt that residents' needs should be put over those of visitors.

A member of the public expressed concern at the proposal for ANPR cameras on Quay Road. Cllr Mustoe stated that he had been contacted by a resident about enforcement of any such scheme and Planning Enforcement said that it is a matter between residents and the landowner. However he reported that he has asked for a named Enforcement Officer for the area.

Cllr Chatterjee queried whether there had been a public consultation before the installation of additional double yellow lines in Charlestown and the Clerk confirmed that there had.

(b) 20 Is Plenty

Cornwall Council is looking for expressions of interest in being included in the scheme. It was **RESOLVED to put forward the following roads for inclusion in the scheme. Charlestown Road – entire length from end of current 20MPH restrictions; Church Road - entire length; Duporth Road entire length**

(c) Footpath 26

It was noted that The Cornwall Council Footpath 26 St Austell Bay (Part) (Land West of Anneth Lowen, Carlyon Bay) Public Path Diversion Order 2021 was made on 5 August.

(d) Any other concerns

Cllr Reynolds informed the meeting that an entrance to a field recently sold at auction has had an entrance onto the road created and that there is a current enforcement case relating to this.

### **(21/076) Regatta Playing Field**

The Clerk reported the working party met on 19 July and the new play area was opened on the same afternoon. The play area has been very well used over the summer. On 22 July there was a photoshoot with the St Austell Voice. The Clerk reported that she is waiting for Cormac to undertake repairs to the goalmouths. There is still no progress with the flooding problem. The next meeting of the working party is on 26 October.

### **(21/077) Environment and Climate Change Working Party**

(a) It was **RESOLVED to change the name of the working party to the Environment and Climate Crisis Working Party**

(b) Working party

Notes from meetings held on 20 July and 3 September which had been previously circulated were noted. The notes are available on the website. Cllr Reynolds explained that the planning checklist could act as an aide memoire to councillors when considering planning applications.

Cllr Reynolds asked whether the parish council would meet the cost of printing flyers to be circulated to residents and it was **RESOLVED that the parish council would meet the cost of printing flyers if they were produced in-house.** Flyers will be distributed later in the year.

Cllr Reynolds mentioned the Peoples Climate Festival which is being held in St Austell on 29 November.

### **(21/078) Code of Conduct Complaint**

The outcome of the following Code of Conduct complaints was noted:

Case No CCN013/21/22: Complainant Miss A Browning; Subject Member Cllr B Leach

Case No CCN013/21/22: Complainant Miss A Browning; Subject Member Cllr S Leach

Both cases have been dismissed.

Cllr Chatterjee said that some members of the public may not like the outcome of everything the council discusses, but decisions are the responsibility of the whole council and that he was saddened that a member of the public felt they had to issue a Code of Conduct complaint.

### **(21/079 Financial Matters**

(a) AONB Monumental Improvement Project

The council has been approached by the AONB unit for a donation towards the project. The Clerk was asked to respond by saying that this doesn't meet the council's grant criteria and the council would require more information. However provided the money was ring fenced to the Black Head fort project the council would consider making a donation at the point at which the unit intended to work on the Black Head project.

(b) The current financial position was noted and payments made in August were ratified. As this meeting had been brought forward details of September's payments will be circulated later in the month and will be ratified in October.

<b>Payee</b>	<b>Purpose</b>	<b>Amount</b>
SWW	Water for hall	£ 27.50
SWW	Water for toilets	£ 103.50
Lloyds Bank	Credit card	£ 336.98
JB & J Kneale	Quarterly lease	£ 212.50
BT	Telephone and internet	£ 83.28
BT	Clerk's mobile phone	£ 24.00
SSE	Electricity for toilets	£ 106.07
Wicksteed Leisure	Regatta field improvements	£ 54,086.49
Cornwall Signs	Sign for toddlers' play area	£ 42.00
Blenheims Estate & Asset Management	Monthly estate service charge	£ 12.00
Biffa	Annual litter bin servicing – Trenarren	£ 280.80
Staff/CPF/HMRC	Salaries and oncosts	£ 3,191.38
Duchy Defibrillators	Annual monitoring charge for Duporth Bay unit	£ 192.00

Zurich Insurance	Additional premium for Regatta field play equipment	£	225.10
Vision ICT	Additional email account	£	21.60
Wallgate	Annual service plan for handwashers	£	1,197.00
Cornwall Waste Solutions	Monthly waste collection	£	19.80
Lyreco	Toilet rolls	£	127.06
Starboard Systems	Accounting software subscription renewal	£	561.60

It was noted that Cllr Chatterjee has checked credit card receipts.

**(21/080) Meetings/Training Attended**

- 19 July – Cllrs Bull and Hallows together with the Clerk attended the Regatta Working Party meeting
- 20 July and 3 September – Environment and Climate Crisis working party meeting
- 10 August – The new Chairman of the Church Hall Trustees introduced herself to the Chairman and Cllr Bull
- 10 August – Cllrs Foster and Bull met with Cllr Mustoe and the Highways Manager to discuss issues on Duporth Road
- 18 August – Clerk attended a briefing by Cornwall Council on Cornwall Council’s finance and the new way of submitting precept demands
- 8 September – Chairman and Cllr Sue Leach attended the unveiling of a plaque in Higher Porthpean commemorating those lost in the first and second world wars.

**(21/081) Correspondence**

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

- Invitation to attend Code of Conduct training
- Request for comments made by respondents to the parish consultation
- Letter from Cllr Martin Alvey about Cornwall Council’s campaign to ban the sale of environmentally damaging surf boards
- Details of a consultation on the use of jetskis (this will be on next month’s agenda)
- Copy of correspondence regarding a complaint to Cornwall Council’s Licensing and Environmental Health departments regarding music on Charlestown harbour
- Details of Cornwall Council’s consultation on its Safer Cornwall initiative
- Notification that Historic England is considering amending the entry for Charlestown Harbour including the harbour piers and quays and the inner basin

**(21/082) Dates for the Diary**

16 September – Neighbourhood Plan Referendum

**(21/065) Dates of future Parish Council Meetings**

21 October, 18 November, 16 December 2021, 20 January, 17 February, 17 March, 21 April 2022

The meeting closed at 7.53 pm

Chairman

Date