

**MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 21 October 2021 at 6.00pm in The Pattern Hall**

**Present:** Cllrs Bill Leach (Chairman), Sue Leach, Nick Foster, Nigel Chatterjee, Jackie Bull, Mike Norris, Sandie Bailey

**In attendance:** Cllr James Mustoe CC; 6 members of the public.

**(21/084) Apologies for Absence**

Apologies were received from Cllrs Reynolds and Hallows.

**(21/085) Minutes of a Meeting of the Parish Council held on 9 September 2021**

It was **RESOLVED** that the minutes of a Meeting of the Parish Council held on 9 September 2021 be signed as an accurate record of the meeting.

**(21/086) Matters to Note**

The Clerk reported that Helen Nicholson, Cornwall Council's Community Link Officer as moved areas and the new CLO is Caitlin Lord. The Clerk was asked to write to Ms Nicholson thanking her for all her help in the past, particularly in the early stages of the neighbourhood plan and for her help during the Covid crisis.

The Council's application for a Landmark Tree has been successful and it had previously been agreed that this will be planted in the Regatta field. The Council has authorised the purchase of 2 additional trees, one for each ward. Cllr Reynolds has suggested that the Porthpean and Trenarren tree is planted at Carrickowel Point and asked for suggested locations in Duporth.

**(21/087) Declarations of Interest on Items on the Agenda**

There were no declarations of interest.

**(21/088) Chairman's Announcements**

The Chairman apologised for bringing the time of the meeting forward.

The Chairman said how impressed he was with the development at the old coal yard. However he mentioned that he had been driving along Charlestown Road and a pedestrian stepped off one of the paths to the rear of the cottages straight onto the road. He had been of the view that there was going to be a path inside the wall running parallel to the road, with just one exit onto Charlestown Road instead of individual exits. The Clerk was asked to check the plans.

The Chairman said that Cormac have set up a storage compound in the Regatta field in connection with the east cliff reparation works.

**(21/089) Cornwall Councillor's Report**

Cllr Mustoe said that he is pleased to be working with the parish council and Cormac regarding traffic and parking issues across the parish.

He has met with residents from Quay Road to discuss parking and planning issues.

Cllr Mustoe reported that he led a campaign at County Hall to have the affordability assessment fee for people purchasing affordable homes removed, and he was delighted that this has now happened. The Chairman thanked Cllr Mustoe for championing this important issue.

Cllr Mustoe's full report is available on the parish council website.

### **(21/090) Public Participation**

A member of the public expressed concern about planning application PA21/07841 relating to 179 Charlestown Road. The member of the public commented that in his opinion some of the information contained within the planning application was incorrect – the old orchard has not always been part of 179 and he did not wish to see any development on the site. The member of the public was concerned that there were no plans showing the proposed elevations contained in the application.

### **(21/091) Planning Applications and Related Matters**

(a) (i) PA20/09731 – 4 Garden Walk: Construction of single storey extension with new sun terrace above and alterations to existing property

The Chairman and Cllrs Leach and Foster attended a site meeting and said that the amended plans still gave cause for concern. It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) stating that the parish council objects to the proposal on the grounds of sight lines, general bulk and lack of neighbour amenity caused by overlooking and noise.**

(ii) PA21/07474 – Polmear Farm, 32 Quay Road: Conversion of existing garages to form ancillary self-contained accommodation to Polmear Farm

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

It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) with the following comment:**

**The parish council strongly objects to the proposed development. 179 Charlestown Road is situated in a prominent position and acts as the gateway into Charlestown. The land upon which the proposed development is planned did not form part of the original curtilage of the property, is outside the Development Boundary and therefore should remain undeveloped. St Austell Bay Parish Council considers that the summerhouse is oversized and poses a risk of overlooking and noise nuisance to neighbours. As previously stated, this is outside the Development Boundary and there is no public gain to the development.**

(iv) PA21/07953 – 181 Charlestown Road: Works to trees covered by a TPO namely Group (G1) – unmanaged group of trees and laurel shrubs – 1 Silver Birch, 1 Beech, 1 Lime and laurels – crown raise to 4m for access, to remove branches resting on the boundary fence and to be able to manage the ground around the trees

The Clerk was asked to contact the planning officer to seek a further explanation of why the works were necessary and the scope of the proposed work.

(b) Update on 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

It was noted that this application has now been withdrawn.

(c) St Austell Bay Neighbourhood Plan

It was noted that the Plan had been approved at referendum. Councillors wished their thanks to the Strategic Group and volunteers be formally minuted. The Clerk was asked to write to all the volunteers thanking them for their help.

### **(21/092) Consultation on the Regulation of Jet Skis**

It was **RESOLVED** that the Clerk should respond to the Government's consultation with the following comments:

**St Austell Bay Parish Council welcomes the opportunity to comment on proposals to strengthen enforcement of the dangerous use of recreation and personal watercraft.**

**There has been local comment on the increase in the use of jet skis (private watercraft – PWC) in the St Austell Bay area with potential for conflict with recreational swimmers, other boat users, fishing, mussel farming activities and wildlife. The local increase in use is on trend with the UK wide figures where you report approximately 14 – 16,000 PWC with about 1,200 new craft arriving each year.**

**Although in our experience the riding of PWC is, in most cases, conducted sensibly and safely, the number of serious incidents has been increasing and there have been incidents reported in St Austell Bay involving conflict between jet skis and swimmers.**

**Your consultation offers 4 options and Option 3 is our preference. Furthermore, we would like to suggest that it should be compulsory for PWC users to have adequate insurance. Safety of swimmers will only be achieved through clearly identifiable areas (a system of buoys) to separate PWC from less visible and vulnerable swimmers who share the same inshore water space. Finally, we believe that mandatory registration is essential to achieving the aim of safer operation of PWC.**

### **(21/093) Cornwall AONB Unit: A Monumental Improvement**

The parish council has been asked to provide a letter of support for the AONB's application to the National Lottery Heritage Project for grant funding. **It was RESOLVED that the Clerk should send such a letter, referring specifically to Black Head Fort.**

### **(21/094) South West Coast Path**

The Clerk reported that all affected landowners have now agreed to the rollback and legal formalities are underway. It is not anticipated that the path will re-open until the new year due to weather constraints.

## **(21/095) Working Parties**

### **(a) Traffic Working Party**

(i) Draft Terms of Reference had been previously circulated and were agreed.

(ii) Meeting held on 15 October 2021

Cllr Bull reported on the first meeting of the working party, held on 15 October. Cllr Bull felt that this was a positive meeting. The first step is to gather information from individual areas. Rachael Tatlow indicated that it needs to be a parish-wide project and it is important that the group manages to engage with hard to reach citizens in the parish. Cllr Hallows is to compile a spreadsheet outlining individual issues within all four wards of the parish. Cllr Bull reported that it is likely to be a 2 year long process unless the parish council wishes to contribute some money towards improvements. Last year an outline plan was drawn up for Duporth Road and the parking issue in Porthpean Beach Road should be fairly simple to resolve as the temporary cones have proved helpful the last couple of summers. Cllr Bull stressed that residents will be involved in the process.

### **(b) History Working Party**

The Charlestown History Group has had a revised quote of approximately £4,000 for a survey of South Polmeor Mine and have asked the parish council for a £1,000 contribution. The Chairman said that as the matter was not on the agenda, it will be discussed at next month's council meeting but in the meantime he pointed out that as it wasn't considered a priority by the Cornwall Buildings at Risk Group, the council would need a clear explanation of why the group would like to undertake the survey and an explanation of the benefit and who would benefit. A member of the public indicated that the History Group would be fundraising to help finance the survey.

### **(c) Environment and Climate Crisis Working Party**

(i) It was **RESOLVED to allocate £250 towards the purchase of resources for the group. The Clerk suggested that a supply of high viz tabards printed with the parish council's name and Diggers and Doers would be a good idea as this would raise public awareness of the group.** Cllr Sue Leach offered to help the group should they wish to make any grant applications to outside bodies.

(ii) Cllr Bull reported on a meeting of the working party held on 12 December. There has been a good response to the recently distributed flyers and the group has started to clear brambles from the pavement hedge adjacent to the cemetery. It is hoped to plant daffodils in Crinnis Road next week. The group would like to use existing social media platforms to advertise their events. The group would like to sow some wild flower seeds, initially in Chandlers Walk as there is an area of community land there. A discussion took place around whether the group should have a separate budget but the Clerk pointed out that this would not be in accordance with the group's Terms of Reference. Money can be allocated by the parish council but expenditure needs to be approved by the council and orders placed through the Clerk.

A full copy of the meeting notes is available on the council's website.

## **(13/096) Highways Matters**

There were no highways matters to report.

**(21/097) Financial Matters**

(a) Grant Funding Request from Light up Charlestown

It was **RESOLVED to make a grant of £250 to Light up Charlestown for the purchase of additional Christmas lights.** It was noted that the Shipwreck Treasure Museum has offered to match fund any grant the parish council gives.

(b) It was noted that the Annual Audit has now been completed.

(c) Emergency repairs have been made to the front of the noticeboard outside Alan Leather's office under the Clerk's delegated powers and it was **RESOLVED to authorise this expenditure.**

(d) The Clerk reported that the perspex front cover of the noticeboard in Higher Porthpean has become opaque and it was **RESOLVED to authorise expenditure on replacing the cover.**

(e) Remembrance Day

It was **RESOLVED to purchase a wreath to be laid at the new memorial plaque at Higher Porthpean.**

(f) The current financial position was noted and the following payments for September and October were ratified.

SWW	Water for hall	£	27.50
SWW	Water for toilets	£	103.50
Lloyds Bank	Credit card - <i>see note</i>	£	158.61
BT	Telephone and internet	£	83.28
BT	Monthly mobile phone charges	£	24.00
SSE	1/4ly electricity bill for toilets	£	125.56
Information Commissioner's Office	Data Protection renewal fee	£	35.00
Cornwall Waste Solutions Ltd	Waste collection	£	79.20
Vision ICT	Website hosting Sept 21 - Aug 22	£	240.00
Royal Mail	Reply Paid service (parish consultation)	£	76.75
Lyreco	Toilet rolls and cleaning rolls	£	169.43
Lyreco	Toilet Rolls and blue tac	£	57.22
S Leach	Timer for meetings	£	5.99
SLCC Enterprises	Legionella Training	£	60.00
Argos Fire Protection	Fire extinguisher annual service	£	101.64
Fowey Systems	Fire alarm testing and annual service - Pattern Hall	£	120.00
Staffing and oncosts	Staffing and oncosts	£	£2,639.91
Blenheims Estate & Asset Management	Foundry parc amenity charge	£	21.11
SWW	Water for hall	£	27.50
SWW	Water for toilets	£	103.50
Lloyds Bank	Credit card - <i>see note</i>	£	159.04
BT	Telephone and internet	£	83.28
BT	Monthly mobile phone charges	£	24.00
Fintec	Quarterly lease on photocopier	£	136.91
ITEC	Photocopy charges Aug - Sept	£	32.90

ITEC	Photocopy charges Sept - Oct	£	10.81
	Replacement front for noticeboard in Charlestown Road	£	138.00
Cornwall Signs		£	172.79
Lyreco	Toilet rolls and printer paper	£	133.14
Lyreco	Toilet rolls and diaries	£	79.20
Cornwall Waste Solutions	Refuse collection	£	78.00
Vision ICT	Biennial renewal fee for gov.uk domain	£	252.00
Complete Weed Control	Pavement weed spraying	£	360.00
PKF Littlejohn LLP	External Audit	£	546.69
Cornwall Council	Parish consultation printing and mailing charge	£	2,564.73
Staffing and oncosts	Various	£	

\*It was noted that credit card receipts were checked by Cllr Chatterjee on 20 October.

Cllr Bailey left the meeting at 6.55pm

**(21/098) Meetings/Training Attended**

- 24 September – The Clerk attended Legionella training
- 8 October – Cllr Chatterjee attended Heligan – Eden Multi Trails meeting. Cllr Chatterjee reported that the group is hoping to install e-bike charging points around Cornwall.
- 12 October – Environment and Climate Crisis Working Party
- 12 – 14 October – The Clerk attended the SLCC National Conference. The Clerk thanked the council for funding her attendance, which she found very beneficial. The Clerk reminded members not to use personal email accounts for parish council matters.
- 14 October – History Working Party
- 15 October – Traffic Working Party

**(21/099) Correspondence**

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

- Complaint about people walking dogs in the Regatta field – this will be raised at the next Regatta Working Party meeting
- Invitation to take part in the Cornwall AONB Monumental Improvement survey

**(21/100) Dates for the Diary**

- 26 October – Regatta Working Party
- 27 or 29 October – Diggers and Doers daffodil planting
- 4 November – Traffic Working Party
- 7 November – History Working Party Battery Recharge clearance work
- 9 November – Environment and Climate Crisis Working Party
- 11 November – St Austell and Mevagissey Community Network Panel meeting. The Clerk asked for volunteers to attend
- 16 November – Cllrs Bailey and Norris to attend Code of Conduct training
- 16 November – Diggers and Doers Coffee morning

**(21/101) Dates of future Parish Council Meetings**

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

The meeting closed at 7.00 pm

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Chairman

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Date

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