

MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 20 JANUARY 2022 at 6.00pm in The Pattern Hall

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

In attendance: Cllr James Mustoe CC; Julie Larter (Clerk), 3 members of the public.

(21/123) Apologies for Absence

Apologies were received from Cllr Bull.

(21/124) Minutes of a Meeting of the Parish Council held on 18 November 2021

It was **RESOLVED** that the minutes of a Meeting of the Parish Council held on 18 November 2021 be signed as an accurate record of the meeting.

(21/125) Matters to Note

The Clerk reported that the new toilet entry system is working well and that the system for crediting the contactless entries is proving efficient.

South West Water is running another campaign in Charlestown to try to educate people not to dispose of fat down the sink as there have been a number of blockages in the village recently. The Post Office Outreach service in the hall is changing to Tuesday afternoons from 1.30pm – 3.30pm from 8 February. There will no longer be a service on Thursdays.

The Clerk has checked with the Pier House who have confirmed that the public access defibrillator is accessible 24/7).

(21/126) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(21/127) Chairman's Announcements

The Chairman apologised for cancelling the December meeting, but this was on the advice from the National Association of Local Councils. The Chairman said that he felt it was important for people to stay safe and be able to spend time with their loved ones at Christmas. Cllr Hallows said he was disappointed with the decision and asked whether NALC's advice had changed. Cllr Chatterjee stated that he supported the decision to cancel the meeting.

(21/128) Cornwall Councillor's Report

Cllr Mustoe reported that he has been liaising with Cormac about a number of signage issues in the parish.

A new fence has been erected on the eastern side of Charlestown harbour and Cormac will be resurfacing the SWCP next month. Cormac has also agreed to lay some gravel on the path on the western side of the village.

There was a major sewage leak in the woods behind the Duporth development in December and Cllr Mustoe was pleased to report that this was rectified satisfactorily. Cllr Mustoe was pleased to second a motion at County Hall to declare an ecological emergency in Cornwall. Cllr Mustoe's full report can be viewed on the parish council's website.

(21/129) Public Participation

No members of the public wished to speak.

(21/130) Planning Applications and Related Matters

(a) (i) PA21/12767 – The Battery, Charlestown: Felling and works to trees within a Conservation Area as detailed in application. This application was for notification only.

(ii) PA20/09731 – 4 Garden Walk: Construction of single storey extension with new sun terrace above and alterations to existing property (revised plans)
Councillors felt that revised plans were more acceptable but did not feel it could formally respond to the consultation as neighbours had not had time to consider the application. The Clerk was requested to ask the planning officer to comment on party walls.

(b) It was **RESOLVED to ratify comments submitted to Cornwall Council on the following applications which had been received since the November meeting:**

(i) PA21/09839 – The Old Orchard, Ropewalk Lane: Formation of a detached dwelling
The parish council objects to this application. The design and appearance of the proposed dwelling are out of character for the area. The size and mass, in particular the roof height, is excessive and would be obtrusive creating serious overlooking. It would negatively impact upon the view up to the chimney of the former Lovering Clay Dry and as such it contravenes Design Policy 2 points 3, 5 and 6 of the St Austell Bay Neighbourhood Plan and also Historic Environment Policy 1, point 4. This excessive size and mass would have a detrimental impact on 33 – 35 Quay Road which are Grade 2 Listed properties.

(ii) PA21/11667 – Trevean, Porthpean Beach Road: Outline application for a single dwelling plus associated works
The parish council objects to this application to sub divide the plot and create an additional dwelling. The proposal is contrary to the Local Landscape Character Assessment, forming part of the evidence base of the St Austell Bay Neighbourhood Plan, which acknowledges that one of the key characteristics of Lower Porthpean is of individual residential properties often within large gardens and it states that any development which through redevelopment or extension which significantly increases the footprint or volume of a property within a plot should be avoided, to prevent the erosion of the landscape of Lower Porthpean. Whilst it is within the development boundary, it does not meet the criterion in H1 "preserve and enhance the identity of the parish". It also contravenes Policies D1 and D5. Furthermore there is no requirement for additional housing in this area as the housing target for the St Austell and Mevagissey Community Network Area has already been exceeded. The council considers that considerable weight should be given to the Tree Officer's comments as the proposed development could have adverse implications for the adjacent trees.

(iii) PA21/11273 – Rockpools, Porthpean Beach Road: Demolish existing double garage and annex. Replace with one bedroom annex

The parish council has no objections to the proposal provided that it is accompanied with a condition specifying that off road parking must be maintained.

(iv) PA21/12089 – Southwinds, Porthpean Beach Road: Construction of a single storey, combined use annexe holiday let with associated terrace within the north-west amenity

The parish council objects to this application. It considers the proposed unit to be a separate dwelling, not an annexe as it is unconnected to the host building and does not fit the NPPF's definition of an annexe.

The proposal is contrary to the St Austell Bay Neighbourhood Plan because the Local Landscape Character Assessment (part of the Evidence Base of the Plan) acknowledges that one of the key characteristics of Lower Porthpean is of individual residential properties often within large gardens and it states that any development which through redevelopment or extension which significantly increases the footprint or volume of a property within a plot should be avoided to prevent the erosion of the landscape of Lower Porthpean so this proposal contravenes policy H1 of the St Austell Bay Parish Neighbourhood Plan and policies D1 and D4.

The council has concerns about the development of holiday lets within what is primarily a residential area, and the associated increase in traffic.

Finally, the council has concerns about the ecological impact of the proposal.

(v) PA20/09948 – The Retreat, Porthpean Beach Road: Detached dwelling with internal garage submission following outline approval PA19/08946 but with increased plot size

The Parish Council objects to this application. The proposed dwelling is too large for the size of plot and is too close to the neighbouring property of Robin Hill, resulting in it being overbearing and an associated loss of privacy and amenity. If permission for this amended plan is approved, a condition must be attached requiring a Traffic Management Plan.

(c) Update on the following planning applications

(i) PA21/08772 – Land NE of St Levan's Church, Porthpean: Construction of a 3/4 bedroom house on domestic recreation land

No update was available.

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

No update was available.

(iv) PA21/10601 – The Longstore, Charlestown Road: Retrospective permission for the retention of an existing gabion wall to include new stone cladding and raised planter

No update was available.

(d) Concern was expressed about the large amount of development taking place in Porthpean Beach Road and as most houses are not connected to the main sewerage system there is no provision for the disposal of grey water. This will have an effect on the fragile cliffs in this area. The Clerk was asked to ascertain which properties have septic tanks.

(21/131) South West Coast Path Closure

The legal process is proceeding – other updates were covered in Cllr Mustoe's earlier report.

(21/132) Queens Platinum Jubilee Celebrations

Cllr Sue Leach explained the criteria for Lottery Funding and councillors suggested ways of commemorating the Jubilee. The favoured options were a beacon, a bench for each ward in the parish and a beacon and local street parties will be encouraged. Costings will be obtained and Cllr Leach will submit an application to the Lottery.

Cllr Mustoe gave his apologies and left the meeting.

(21/133) WW2 Lookout at Carrickowel Point

Cllr Reynolds explained that she had recently had a conversation with a walker who suggested that the lookout would make a good bird hide. Cllr Reynolds added that the lookout is listed as a heritage asset in the Neighbourhood Plan and other agencies may wish to be involved in such a project.

It was **RESOLVED to take no action at the present time.**

(21/134) Defibrillator for Porthpean Beach

A member of the public has contacted the council requesting that a public access defibrillator be provided at Porthpean Beach. The member of the public explained that a large number of swimmers swim in the sea year-round and the nearest defibrillator is in Higher Porthpean. It was **RESOLVED to ask the Sailing Club and other interested parties if they would be willing to fund a unit and if they are, the parish council will fund the annual maintenance in the same way as it does for other units in the parish.**

(21/135) Charlestown Harbour: Historic England's proposal to amend the Grade 2* Listing

Councillors welcomed the report but Cllr Hallows expressed concern about Cornwall Council's unwillingness to enforce when planning breaches occur.

(21/136) Council Governance

(i) Emergency Scheme of Delegation

The Emergency Scheme of Delegation was reviewed and it was **RESOLVED to amend the wording to read "The Council delegates authority to the Clerk in consultation with the Chairman and Vice Chairman to take any actions necessary together with associated expenditure to protect the interests of the community and ensure council business continuity during any emergency, informed by consultation with members of the Council.**

(ii) Personnel Committee

It was **RESOLVED to set up a Personnel Committee, and Terms of Reference are to be agreed next month. Membership will comprise: the Chairman, Cllr Hallows and Cllr Norris.**

(iii) Regatta Working Party

It was **RESOLVED** that the **Regatta Working Party should be changed to a Committee.** The Terms of Reference will remain the same.

It was noted that the Chairman together with the Clerk and Mr Butler had a virtual meeting with officers from Cornwall Council on 17 January to discuss the drainage problem in the field. It appears that no progress has been made and Cornwall Council is unsure about the validity of establishing what the problem because it is likely to be prohibitively expensive to remedy. Cornwall Council has promised to make contact with the Duchy.

(21/137) Working Parties

(a) Traffic Working Party

The Clerk explained that the traffic survey had been delayed because Cornwall Council decided that they were not able to provide addresses for this purpose. However the survey is now at the printers and the Clerk asked for volunteers to deliver it.

Cormac undertook a speed monitoring exercise in December and the results have been circulated to councillors.

(b) Environment and Climate Crisis Working Party

A report had been previously circulated (Available on the Parish Council's website). Members expressed concern at the working party's wish to compile and distribute a guide similar to the Rame Green Guide. Cllr Reynolds and Cllr Chatterjee will take the matter back to the working party to discuss further.

(c) History Working Party

A report had been previously circulated. (Available on the parish council's website). Cllr Foster explained that the group is trying to find a better way of working with the parish council. The Chairman expressed concern that the group appeared to be very Charlestown-centric and it had been set up to cover the whole parish. Cllr Reynolds pointed out that there is a councillor from each ward on the working party. Councillors may support the group's wish to install an interpretation board and produce walking booklets as these correspond with the Neighbourhood Plan.

(13/138) Highways Matters

(a) Community Network Highways Scheme

It was **RESOLVED to nominate double yellow lines along Porthpean Beach Road for inclusion in the scheme.** The Clerk was also asked to inform Cornwall Council that within the lifetime of this council it is seeking to resolve the residents' parking situation in both Duporth and Charlestown together with double yellow lines along a section of Church Road and Duporth Road.

(b) There were no highways concerns.

(21/139) Financial Matters

The current financial position was noted and the following payments were authorised:

15/11/2021	SO	JB & J Kneale	Quarterly rent	£	212.50
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01/12/2021	DD	Blenheims Estate	Foundry parc amenity charge	£	21.11
08/12/2021	DD	SWW	Water for hall	£	27.50
22/12/2021	DD	SWW	Water for toilets	£	103.50
11/12/2021	DD	Lloyds Bank	Credit card	£	240.85
20/12/2021	DD	SSE	Electricity for toilets Sept - Nov	£	129.65
16/12/2021	BACS	SSE	Electricity for hall Sept - Nov	£	424.66
15/12/2021	DD	BT	Telephone and internet	£	83.28
27/12/2021	DD	BT	Monthly mobile phone charges	£	24.00
22/12/2021	DD	ITEC	Monthly photocopy charges	£	27.90
16/12/2021	BACS	Cornwall Waste Solutions	Waste disposal	£	19.80
16/12/2021	BACS	SLCC	Clerk's membership renewal (Carlyon PC to be invoiced for 50%)	£	319.00
16/12/2021	BACS	Lyreco	Stationery	£	52.42
16/12/2021	BACS	Lyreco	Toilet rolls and disinfectant	£	60.24
16/12/2021	BACS	A & A Maintenance	Footpath cutting, inland paths and SWCP 2021	£	2,325.00
16/12/2021	BACS	Vision ICT	Hosted email accounts	£	259.20
16/12/2021	BACS	Dec salaries and oncosts	December salaries and oncosts	£	2662.53
06/01/2022	DD	Xerox Finance	Quarterly lease on photocopier	£	357.36
10/01/2022	DD	SWW	Water for hall	£	27.50
10/01/2022	DD	Blenheims Estate	Foundry Parc Amenity Charge	£	21.11
12/01/2022	DD	Lloyds Bank	Credit card*	£	193.77
22/01/2021	DD	SWW	Water for toilets	£	103.50
27/01/2022	DD	BT	Mobile phone	£	24.00
15/01/2022	DD	BT	Telephone and internet	£	83.28
22/01/2022	DD	ITEC	Monthly photocopy charge	£	4.14
20/01/2022	BACS	KBS Depot	Litter bin for footpath Mill	£	153.60
20/01/2022	BACS	Healthmatic	Lane/Porthpean Road junction	£	9,862.80
20/01/2022	BACS	CWS	Toilet entry system	£	19.80
20/01/2022	BACS	Lyreco	Waste disposal	£	121.94
20/01/2022	BACS	Lyreco	Toilet rolls and cleaning sundries	£	37.00
20/01/2022	BACS	Lyreco	Stationery	£	0.62
20/01/2022	BACS	Royal Mail	Reply Paid Charge	£	50.03
20/01/2022	BACS	St Austell Print	Map printing and encapsulation	£	236.16
20/01/2022	BACS	St Austell Print	Neighbourhood Plan Printing and 1 footpath map	£	280.80
20/01/2022	BACS	Biffa	Litter bin annual charge Porthpean Beach Road	£	280.80
20/01/2022	BACS	Biffa	Litter bin annual charge Orchard Way	£	280.80
20/01/2022	BACS	Cornwall Council	Election recharge	£	510.00
20/01/2022	BACS	Cornwall Council	Election recharge	£	255.00
20/01/2022	BACS	Staff	Jan salaries and oncosts	£	2575.93

It was noted that Cllr Chatterjee carried out an internal control check on 8 December.

(21/140) Meetings/Training Attended

30 November – Clerk attended Code of Conduct training

9 December – Chairman and Clerk attended the St Austell and Mevagissey Community Network Panel meeting

18 January – Cllr Foster attended a presentation by Cornwall Council on electric vehicle charging and will circulate a report in due course.

(21/141) Correspondence

A list of correspondence had been previously circulated.

(21/142) Dates for the Diary

18 February – Battery Recharge

(21/143) Dates of future Parish Council Meetings

10 February (change of date), 17 March, 21 April 2022

The meeting closed at 7.58 pm

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Chairman

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Date