

MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 20thth November at 6.00pm in The Pattern Hall, Charlestown

Present: Cllrs Bill Leach, Sandie Bailey, Nick Foster Richard Hallows, Sue Leach Richard Whitehouse and Chrissie Wright

In attendance: One member of the public Cllr James Mustoe and Rachel Trudgeon (Clerk)

(25/100) Apologies for Absence

Apologies were received from Cllr Lyndon Allen and Cllr Jackie Bull

(25/101) Minutes of a Meeting of the Parish Council held on 16th October 2025

It was **RESOLVED** that the minutes of a Meeting held on 16th September 2025 should be signed by Cllr Jackie Bull who chaired the meeting as an accurate record of the meeting.

(25/102) Matters to Note

The Clerk reported that she has received confirmation from Cornwall Council that signage will be placed at both ends of the Footpath 26 to deter further use by horse riders.

The Clerk reported she has been made aware of severe hedgerow maintenance at Porthpean Golf Club, the site has been visited by our Tree Officer, no further action is required.

The Clerk reported that Cornwall Council have responded to our request for a General Waste bin at the playing field on Church Road, they have agreed to move a relatively under-used bin from the top of Arch Hill to the entrance of the Church Hall carpark

The Clerk reported she had been advised that the local group Diggers and Doers are ceasing

(25/103) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(25/104) Chairman's Announcements

The Chairman gave an account of his recent attendance at the Remembrance Sunday service at St Pauls and was thanked by Cllr Hallows for representing the Parish Council and being part of the service.

It was noted that according to the St Austell Bay Standing Orders all minutes will not include proposers and seconder in future.

(25/105) Cornwall Councillor Report

Cllr Mustoe's report had been circulated

Cllr Mustoe's full report is on the Parish Council's website.

(25/106) Public Participation

No members of the public wished to speak at this time, The Chairman said he was happy for the member of the public to speak when the appropriate planning application was being discussed.

(25/107) Planning Applications and Related Matters

(i) PA25/08158 – Street Record Church Road Charlestown: Works to trees covered by a Tree Preservation Order (TPO) Beech Cutting back of vegetation over the highway.

It was **RESOLVED that the Clerk should respond to the Planning Authority (Cornwall Council) stating that provided the Tree Officer has no objections, the Parish Council has no objections.**

(ii) PA25/08153 – Street Record Duporth Road Charlestown: Works to trees subject to a Tree Preservation Order for T1, Ash (T17 of C2/82), fell due to Ash dieback and risk of significantly sized limbs falling in high winds. Replacement tree could be replanted in safer location. G3.1, Beech, fell, due to stem failure, Kretzschmaria deusta at base and significant basal/stem decay. Replacement tree could be replanted in safer location. G3.2 Beech, removal of limb, due to overhanging of road and significant bark inclusion, structural weaknesses and potential failure. A.1, Ash, removal, due to Ash dieback and risk of falling in high winds. WL area, indigenous species largely Beech and Ash, and some scrub vegetation, lopping proposed (as per photos provided), to achieve the Council's minimum clearance of 5.2m above the carriageway and a minimum clearance width of 0.5m past the edge of the carriageway footway, supporting highway safety in terms of pedestrians and vehicles.

It was **RESOLVED that the Clerk should respond to the Planning Authority (Cornwall Council) stating that provided the Tree Officer has no objections, the Parish Council has no objections.**

The following application has been received since publication of the agenda

(iii) PA25/07870 – 35 Quay Road Charlestown: Listed building consent for proposed external flue to serve new boiler

It was **RESOLVED that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the Parish Council has no objections subject to the Historic Environment Planning Officer and the World Heritage Site Officer reports.**

(b) The following application was responded to in November due to time constraints.

(i) PA25/06765 – Dunstan House The Drive Duporth: Works to tree subject to a Tree Preservation Order (TPO), Works include T1 Mature Turkey Oak, removal of limb over house as per photo. T2 Sycamore removal of small limb toward house T3 Sycamore removal of stunted and damaged tree of poor form, low amenity value.

The Parish Council had no objections subject to the Tree Officers comments being complied with.

(c) The following applications have been responded to due to receiving a 5-day protocol letter.

(i) PA25/02116 – Venetian Healthcare Ltd 181 Charlestown Road Charlestown: New Build two-storey extension to the existing care home and localised tree removals. The Parish Council had no objections subject to the Tree Officer's recommendations being followed.

(ii) PA25 /06163 – Porthpean Golf Club Porthpean: 8 Letting rooms along with building accommodating golf stimulator and plant room. The Parish Council Agreed to Disagree – with conditions imposed by the Planning Officer.

It was **RESOLVED to ratify the decisions made.**

(25/108) Christmas Tree

It was **RESOLVED** that The Clerk will contact Lanjeth Nurseries to enquire about hiring a Christmas Tree for the seasonal period.

(25/109) Highways Matters

(i) Duporth Road Residents Parking Scheme - This matter was deferred pending receipt of a report on the outcome of the public consultation from the Highways officer. It was **RESOLVED that Cllr Mustoe will contact Cormac to investigate further.**

(ii) The proposal to conduct a survey on the suitability of double yellow lines at various points in Two Coves/An Arvor - It was **RESOLVED Cllr Foster would liaise initially with the Duporth Development CIC.**

(iii) Community Area Partnership Highways Improvement Plan It was **RESOLVED that Cllr S Leach would submit one Expression of Interest.**

(25/110) Financial Matters

The current financial position was noted, and the following payments authorised

(i) November 2025 Payments Authorised

DD	EE	Mobile Phone Monthly Charge	15.60
DD	BT	Internet	65.04
DD	Lloyds Bank	Credit Card	3.00
DD	Pennon Water Services	Public Toilets	202.00
DD	South West Water	The Pattern Hall	161.23
DD	Unity Trust Bank	Monthly Ban Charges	6.00
DD	The Renewable Energy	TBC-New Provider	
DD	The Renewable Energy	TBC-New Provider	
DD	SSE Energy	The Pattern Hall Final Invoice - 1/8/25 to 30/09/2025	29.23
SO	JB&RJ Kneale	Quarterly car park lease	212.50
BACS	A&A Garden Services	Annual Maintenance Cuts to St Austell Bay Coastal and Inland footpaths	2900.00
BACS	RBL Poppy Appeal	2 x Wreath	45.00
BACS	BIFFA	General Waste	30.34
BACS	SLCC	Clerks Training 3/3/2025	36.00
BACS	SLCC	Clerks Training 9/12/2025	24.00
BACS	CALC	Clerks Training – An Introduction to planning	42.00

BACS ITEC	Monthly Printing Charge	20.74
BACS GOPAK	5xContour 25folding Table 915x685mm	687.36
BACS Lou Jones Design	Replacement Information Board – Porthpean	384.00
BACS Salaries and oncosts	Salaries and oncosts	2769.33

(25/111) Meeting/Training attended

- 30th September Cllr S Leach attended a meeting for Neighbourhood Planning and Neighbourhood Priorities Statements.
- 3rd November The Chairman and Cllr Bull met with Canon Arthur at St Pauls Church, Charlestown
- 1st November Cllrs B Leach and S Leach attended Code of Conduct training
- 17th November Cllr Wright attended Code of Conduct training
- The Clerk completed Introduction to Planning, Agenda & Minutes, New Clerk's Finance and Introduction to Forecasting and Budgeting training.

(25/112) Correspondence

A list of correspondence had been previously circulated. In addition, the following had been received.

Communication from the Planning Inspectorate – 20 Quay Road appeal has been dismissed.

(25/113) Dates for the Diary

Meeting with the Devolution Officer from Cornwall Council in relation to the Wain Homes gifting of land - 10th December.

(25/114) Dates of future Parish Council Meetings

18 December 2025.

The meeting closed at 7.10pm

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Chairman

18th December 2025