ST AUSTELL BAY | PARISH COUNCIL

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MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 16th April 2026 at 6.00pm in The Pattern Hall, Charlestown

Present: Cllrs Jackie Bull, Sandie Bailey, Sue Leach, Chrissie Wright and Richard Whitehouse.

In attendance: 2 members of the public, Cllr James Mustoe and Rachel Trudgeon (Clerk).

(25/180) Apologies for Absence
Apologies were received from Cllrs Bill Leach, Nick Foster and Richard Hallows
The Clerk reported that since the publication of the agenda a formal written resignation was received by Cllr Lyndon Allen on the 9th April. It was **RESOLVED the Chairman would write on behalf of the council to express its thanks. The Clerk confirmed that the Senior Electoral Officer has been notified and the legal 'Notice of Casual Vacancy' will be posted.**

(25/181) Minutes of a Meeting of the Parish Council held on 19th March 2026
It was **RESOLVED that the minutes of a meeting held on 19th March 2026 should be signed as an accurate record of the meeting.**

(25/182) Matters to Note
The Clerk reported that in relation to the transfer of assets, Wellers Solicitors were in the process of locating deeds for the Church Hall, as they are aware of one subsisting.

(25/183) Declarations of Interest on Items on the Agenda
There were no declarations of interest.

(25/184) Chairman's Announcements
The Chairman had no announcements to make.

(25/185) Cornwall Councillor Report
Cllr Mustoe's report had been circulated.
Cllr Mustoe's full report is on the Parish Council's website.

(25/186) Public Participation
No members of the public wished to speak.

(25/187) Planning Applications and Related Matters
(i) PA26/01922 – The Beeches 60 Charlestown Road Charlestown St Austell: Works to trees covered by a Tree Preservation order (TPO) – T001 – Beech – Crown raise lower canopy on S side. T002 – Oak – Remove crossing limbs. T003 – Beech – Remove crossing limbs. T004 – Oak – Reduce overall height. T005 = Beech – Remove over extended-limb and reduce remaining canopy by 2-3m.
It was **RESOLVED that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the parish council's decision is pending subject to the Tree Officer's Report.**

(ii) It was noted that a discharge of an S106 agreement had been issued under PA25/07059 – 23 Chandlers Walk St Austell Pl25 3NB.

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(b) The following Licensing application was responded to on Monday 13th April due to time constraints.

(i) Ten Ten Coffee Ltd – 79a Charlestown Road Charlestown: Strongly objects.
It ***was RESOLVED to ratify the decisions made. We had subsequently been informed that there would be a full hearing and it was suggested that Cllr Hallows would be the best person to represent the parish. The Clerk will contact him.***

(25/188) **Grant Application**
It was **RESOLVED that Light Up Charlestown be awarded the amount of £250.00 as requested.**

(25/189) Highway Matters
(i) Duporth Residents Parking Scheme – It was noted that communication had been received advising that Cormac Solutions Ltd will attempt completion of the works again, they will put cones in the designated areas to deter cars from parking where the lines need to be installed. We will be notified upon completion. Once the order is fully completed the Duporth Resident Scheme permits can be issued and operational. The signage is now in place; it was **RESOLVED that this should be reviewed in three months to see if more signage is needed.**

(ii) To note the current traffic enforcement officer schedule and discuss potential future additional traffic enforcement officer time.
It was **RESOLVED that the Clerk will follow up with Cllr Mustoe on the number of hours being allocated to Charlestown for Traffic Enforcement Officers to be visible and enforce traffic restrictions.**

(iii) To discuss the Public Realm Improvement and Re-introduction of Weed Treatment.
It was **RESOLVED that the Clerk would not opt out of the Cornwall Council's new Public Realm Improvement and Re-introduction of Weed Treatment programme, which had a deadline of the 20th April 2026, as our current provider uses the same chemical, glyphosate. Cornwall Council's programme does not cover Porthpean Beach Road, to maintain continuity we will continue to use our current provider for this area only.**
The Clerk will source costs for greener alternatives and if Cornwall Council adopt a greener alternative method in the future, we will be able to benefit straight away.

(25/190) CIL Funding
Cllr Sue Leach notified the council that the Expression of Interest submitted for CIL funding had not been successful.

(25/191) Financial Matters
The current financial position was noted, and the following payments authorised

(i) **April 2026 Payments Authorised**

DD	EE	Mobile Phone Monthly Charge	**15.02**
DD	BT	Internet	**71.23**
DD	Lloyds Bank	Credit Card	**3.00**
DD	Pennon Water Services	Public Toilets	**183.00**

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DD	Unity Trust Bank	Monthly Bank Charges	**7.00**
DD	Ecotricity	Electricity The Pattern Hall March	**737.02**
DD	Ecotricity	Electricity The Public Toilets March	**57.37**
DD	Xerox	Lease on photocopier	**141.26**
BACS	Biffa	General Waste	**34.58**
BACS	ITEC	Monthly printing charge	**22.19**
BACS	Duchy Defibrillators	Annual monitoring fee – The Pattern Hall	**246.00**
BACS	Wallgate	Wallgate Care Service Plan – Public toilets 01/03/26-28/02/2027	**1556.10**
BACS	Zurich Municipal	Annual Insurance additional payment for increase in cover.	**75.70**
BACS	CALC	Annual CALC/NALC Subscription 2026/27	**611.20**
BACS	Salaries and oncosts	Salaries and oncosts	**2709.52**

(25/192) Meeting/Training attended

- 23rd March - Cllr Sue Leach completed Data Protection Training for Councillors.
- 24th March – Feedback and PDF handouts from Cllr Sue Leach Data Protection Training for Councillors was circulated by the Clerk for all councillors to read.
- 26th March – Meeting between Cllrs Bill Leach, Sue leach and Ryan and Rodney Morcom.
- 30th March – The Clerk completed Legionella training
- 31st March – The Clerk completed Health & Safety (3 parts)

(25/193) Correspondence

A list of correspondence had been previously circulated.
In addition, the following has been received since publication of the agenda.

- Cornwall South CAP – Community, Health and Wellbeing Marketplace event.
- 16th April Licensing Officer – Ten Ten Coffee Ltd.

(25/194) Dates for the Diary

- Mayor Making Ceremony – 27th May 2026

(25/195) Dates of future Parish Council Meetings

28th May, 25th, June, 6th August, 17th September, 15th October ,19th November, 17th December.

The meeting closed at 18.55

…….. 28th May 2026

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