

**MINUTES of a MEETING OF ST AUSTELL BAY PARISH COUNCIL held on THURSDAY
23 JANUARY 2020 in The Pattern Hall at 6.00pm**

Present: Cllrs Bill Leach (Chairman), Sue Leach, Peter Tombs, Richard Hallows, Steve Morris, Trudy Reynolds, Dave Nicklin

In attendance: 9 members of the public.

(19/164) Apologies for Absence

Apologies were received from Cllrs Malcolm Neill and Sue Osbrink.

(19/165) Minutes of a Parish Council held on 19 December 2019

It was **RESOLVED** that the minutes of the meeting held on 19 December 2019 be signed as an accurate record of the meeting.

(19/166) Matters to Note

The Clerk reported that the Charlestown Cliff reparation work is currently in the design stage and the target date for delivery remains July this year.

The Clerk also reported that the Trenarren interpretation board has just about been finalised but the designer is waiting for the parish council to decide on its branding.

(19/167) Declarations of Interest on Items on the Agenda

(a) Interests

Cllr Hallows declared an interest in agenda items 7(a)(iv) as the applicant is a close neighbour and agenda item 18(b) as many members of the club are known to him personally.

Cllr Morris declared an interest in agenda items 7 (a) (ii) and (iii) as he is a director of Duporth CIC

Cllr Morris requested and was granted a dispensation to speak about the applications.

(b) Gifts and Hospitality

There were no declarations of gifts and hospitality.

(19/168) Chairman's Announcements

The Chairman said that he was deferring agenda item 16 – car parking in Charlestown until after the Extraordinary Meeting on 30 January when draft policies will be discussed and car parking will appear on the February agenda. The Chairman went on to explain that the principal function of the Extraordinary Meeting is for councillors to ask questions. There will be a separate 6 week consultation period for members of the public later in the year.

(19/169) Public Participation

No members of the public wished to speak.

(19/170) Planning Applications and Related Matters

(i) PA19/10920 – Land north of Ocean House, Porthpean: Conversion and extension of outbuilding to sail loft and office including increased height to accommodate new first floor level
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 but would like to see a condition attached to any permission granted to ensure that the building does not become a separate dwelling in the future.**

(ii) PA19/10930 – Woodlands adjacent to new build houses – Linden Homes Estate, Duporth: Works to Lime (reference number C2/15, Tree reference W2) to allow previously approved play equipment to be installed
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) PA19/11175 – Duporth Site, Manor Farm Road: Works to trees subject to a Tree Preservation Order. Felling of one Sycamore (T1) and crown reduction of another Sycamore (T2)
It was **RESOLVED that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the parish council objects to the felling of a healthy tree and would prefer to see a crown reduction or pruning and if this is not possible, would like the planning officer to ask the applicant why.**

Cllr Hallows left the room

(iv) PA20/00110 – 1 The Old School, Charlestown: Works to a tree in a Conservation Area: Single Ash Tree (T1) to fell
This application was deferred until the council has sight of the Tree Officer's report.

Cllr Hallows returned to the room.

(b) The situation regarding the following planning applications was noted:

(i) PA19/09372 – 92 Charlestown Road: Variation of Condition 2 of decision notice PA18/01474 dated 12/06/2018 regarding compliance with approved plans *5 Day protocol letter received*
A 5 day protocol letter has been received. The Clerk has responded requesting that the application be called in for determination by the Planning Committee. The Clerk asked the Planning Officer to speak to Cllr French.

(ii) PA19/06858/59 (LBC) – 82 Charlestown Road: Raise roof height over kitchen and extend flat room extension for bedroom above and demolish existing stone wall at rear
There was nothing to report.

(iii) PA19/08084 – Arncliffe, Porthpean Beach Road: Removal of bungalow roof and construction of first floor extension plus extension to the north west end of the property
There was nothing to report.

(iv) PA19/08174 – Land Off Mill Lane: Residential dwelling to include associated site works and alteration/formation of vehicular/pedestrian access
There was nothing to report.

(v) PA19/07235/6 (LBC) – Former Lovering Clay Dry: Proposed demolition and redevelopment of Clay Dry to provide 15 dwellings and associated works
There was nothing to report.

(vi) PA19/03884 – Charlestown Harbour: Proposed siting of a demountable timber workshop for boatbuilding and repair
There was nothing to report.

(19/171) Licensing Application LI20_000021 – Rebellion, Charlestown

The applicant (Sallie Polmouter) explained that the proposal is for the licensing hours to remain the same, but she wants an amended licence to cover the lounge area to bring it in line with the rest of the restaurant and to have the ability to serve drinks without food. Ms Polmouter explained that it is not her intention for the restaurant to become a drinking establishment, but would like to be able to serve cocktails to non-diners. Ms Polmouter explained that the restaurant operated with Temporary Events Notices over the Christmas period and there were no incidents. Cllr Hallows pointed out that the application stated that the amendment included the sale of alcohol on and off the premises. Ms Polmouter said that this was an error and she would be speaking to the Licensing Officer.

It was **RESOLVED that the Clerk should contact the Licensing Officer and state that the parish council supports the application for an amendment to enable the lounge area to be licensed and for alcohol to be served without food.**

(19/172) Neighbourhood Development Plan

Cllr Sue Leach reported that the draft plan was now complete, although she said it was possible there may be typos and other minor errors. The document is now on the NDP website prior to next week's Extraordinary Meeting. Cllr Leach explained that this is the first draft and the plan has to go through a lot of processes and changes will occur after each consultation. The draft Local Character Landscape Assessment is also on the website and hard copies are available from the Clerk on loan.

The Chairman congratulated everyone working on the NDP on the high standard of work.

(19/173) Cornwall Councillor's Report

Cllr French was not present and no report had been submitted.

(19/174) Tree Warden's Report

Cllr Reynolds reported that Project 2020 is now up and running and the first tree planting is expected to be undertaken in the Regatta playing field. Cllr Reynolds said that she and the Clerk are currently liaising with a local nursery who will help source the first batch of trees. The project's Crowdfunding site goes live on 1 February and initial funds have been promised by the Regatta Committee. It is hoped to have meetings with two local landowners next month to discuss areas where the parish council can plant trees.

(19/175) Climate Change Working Party

Cllr Reynolds reported that the Working Party met on 9 January. Cllr Hallows and Pat Smith are attending a Climate Action meeting in Feock tomorrow evening and it is the Working Party's intention to organise a similar talk in the parish over the next couple of months. The Community Network Panel is facilitating a St Austell Bay and Clays Climate Change Workshop next Thursday and Pat Smith will attend this also.

Cllr Reynolds reported that the group is currently working its way through the actions listed in "Climate Change: What Can Yours Council Do?" When the council's energy contracts are due for renewal, it is hoped to switch to a supplier providing 100% renewable energy. The parish council is to trial the use of environmentally friendly, locally produced cleaning products which have minimal packaging. The products will initially be used in The Pattern Hall.

A "Top 10 Tips for 2020" poster has been produced and will be displayed on noticeboards, the website and in the Polmear Post.

Cllr Reynolds said that one of the group's main concerns is how to get the climate change message out to the community and asked if council communications could be put on next month's agenda.

(19/176) Keep Charlestown Safe

(a) Terms of Reference

An amended version of the Terms of Reference which were acceptable to the Working Party had previously been circulated. Cllr Morris asked if this now meant that the members were prepared to sign the Code of Conduct? The chairman replied that this was implicit in agreeing to become members of a Council Working Party.

It was **RESOLVED to accept the amended Terms of Reference.**

(b) Update

Cllr Hallows reported that another meeting had been held with Safer Cornwall. Safer Cornwall has produced a Z card giving contact numbers for residents stating who to contact with community safety concerns. KCS is currently working on a local report card for residents. A community event is planned for 20 February involving the Police, an Anti-Social Behaviour Officer, Safer Cornwall and the Fire and Rescue Service. The event will involve a walk around Charlestown knocking on doors and distributing leaflets and a drop-in session in The Pattern Hall. Cllr Hallows said the group is frustrated that the Police do not appear to recognise that there is a problem with anti-social behaviour in Charlestown.

Cllr Hallows went on to inform members that licensees in Charlestown have formed a group and KCS is seeking a dialogue with them.

KCS is working on an "opt-in" list and intends compiling a database of local statistics. It is also working on a Charlestown Protocol which it hopes residents and businesses will sign up to.

The Clerk enquired about financing the local report card and Cllr Hallows said that he will come back to the parish council if funds are required.

(19/177) Regatta Playing Field

Cllr Tombs reported that a design brief for re-vamping the toddlers' play area has been sent to 3 play equipment companies and a Scope of Work has been sent to Cormac for a costing. A representative from The Duchy inspected the field on 16 January. The field appears to be drying out and Cllr Tombs will continue to monitor.

Cllr Tombs reported that the Regatta Committee has committed £500 towards trees and it was **RESOLVED that the parish council would also allocate £500 from its Projects budget towards tree planting.**

The Clerk reported that she has received an email from South West Water who have offered their time for towards a community project in recompense for inconvenience caused by a burst water main in the area earlier in the month. The Clerk was asked to respond asking if they would be willing to help with tree planting in Duporth and Charlestown.

19/178) Parish Council Branding

Following discussion the Clerk was given delegated authority to agree a Parish Council Heading which would embrace the original strap line of: SERVING OUR COMMUNITY, PRESERVING OUR HERITAGE'.

(19/179) Car Parking in Charlestown

This matter was deferred to next month's meeting.

(19/180) Highways Matters

The Chairman commented how much safer the corner of Duporth Road/Charlestown Road is now that yellow lines have been installed. He said that the downside is that cars are now parking further up on Duporth Road and when 2 cars meet, one is having to drive on the virtual pavement which presenting a danger to pedestrians using the pavement.

The Clerk reported that a complaint has been received about the removal of historic steps and stiles by the Outdoor Education Centre. The Clerk has spoken to the centre manager and the Countryside Officer who are to meet to discuss the matter. It was agreed to maintain a watching brief.

The Clerk reported that the borehole that was sunk in Trenarren car park since April 2019 has found that the part of the surface is collapsing. Cormac are now undertaking fortnightly inspections of the site. It is thought that if there is a failure it will be gradual rather than sudden, but the access road into the village is under threat as well as part of the car park. The Clerk has written to the Highways Manager to ascertain what contingency plans Cornwall Council has in place in the result of failure.

The Clerk reported that there have been 2 cliff failures in Porthpean which the Countryside Officer has inspected this week. Fencing is to be erected on the section of the SWCP leading from the slipway towards Black Head to keep pedestrians away from the edge, but the path can remain open for the time being and the Sailing Club is to be asked to restrict vehicular access for the time being. A full geological assessment is due to be undertaken this week.

(19/181) Financial Matters

Cllr Hallows left the room.

(a) Grant Funding Application: Cornish Barbarians Pilot Gig Club

It was **RESOLVED to make a grant of £250 towards the cost of the organisation's insurance.**

Cllr Hallows returned to the room.

(b) Current balances were noted and the following expenditure was authorised

DD	Cornwall Council	Business rates for toilets	£	76.00
DD	SWW	Water for hall	£	18.50
DD	E-On	Electricity for hall	£	384.92
DD	BT	Telephone and internet	£	59.99
DD	Fintec	Quarterly lease and annual fee for photocopier	£	196.91
DD	ITEC	Monthly photocopy charge (Nov, Dec, Jan)	£	54.25
BACS	Lloyds Bank	Credit card	£	349.04
BACS	Complete Weed Control	Pavement weed spraying	£	228.00
BACS	Complete Business Solutions	Toilet cleaner	£	19.80
BACS	Staff/Cornwall Pension Fund	Salaries and oncosts	£	2026.18

(19/182) Meetings/Training Attended

9 January – Cllrs Neill, Tombs and the Clerk attended a meeting of the Regatta Working Party
16 January – Cllr Hallows attended a Multi-agency meeting regarding community safety in Charlestown

(19/183) Correspondence Received

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

- Invitation to attend Cornwall Council’s Flood Warden Taster days
- Letter from Tanya’s Courage Trust seeking support
- Details of Cornwall Council’s consultation on the draft Cornwall Design Guide and the draft Cornwall Streetscape Design Guide
- Details of funding available for community road safety. The Clerk reported that town and parish are not eligible to apply and she has forwarded the information to Charlestown Primary School
- Town and Parish Council newsletter updating on the Community Governance review
- Code of Conduct training dates
- BT Superfast Broadband update

(19/184) Dates for the Diary

29 January – CALC AGM
30 January – Extraordinary Meeting

(19/185) Dates of Forthcoming Meetings

20 February, 19 March, 16 April, 21 May, 18 June, 16 July (20 August if needed), 17 September, 15 October, 19 November, 17 December 2020

The meeting closed at 7.25 pm

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Chairman

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Date