

MINUTES of a virtual MEETING OF ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 17 September 2020 (via Zoom)

The Clerk informed those present that the meeting was being recorded.

Present: Cllrs Bill Leach (Chairman), Sue Leach, Richard Hallows, Trudy Reynolds, Sue Osbrink, Malcolm Neill, Peter Tombs, Nick Foster

In attendance: Julie Larter, Clerk; 1 member of the public

(19/247) Apologies for Absence

Apologies were received from Cllr Tom French CC

(19/248) Minutes of a meeting of the Parish Council held on 6 August 2020

It was **RESOLVED** that the minutes of the meeting held on 6 August 2020 be signed as an accurate record of the meeting.

(19/249) Matters to Note

The Clerk reported on the following matters:

It has transpired that the noticeboard in Bay View Road was installed in a resident's garden and the Clerk, with the authorisation of the Chairman has arranged to have it relocated to the opposite side of the road which is CIC land.

The parish council has now received a £10,000 Small Business Grant in respect of Covid-19 and the Clerk reported that subsequently she has withdrawn her request to Cornwall Council for £5,000 in respect of loss of income during the pandemic. The NHS has booked a screening clinic for 12 weeks Monday – Friday and other groups are starting to return to the hall.

The Clerk reported that she has been contacted by Historic England regarding the Cask Banks proposed listing. Historic England has now written its initial report and will forward it together with a copy of their decision to the Secretary of State for Digital, Culture, Media and Sport.

Cormac hope to start work on the new diversionary route of the South West Coast Path on the western side of Charlestown harbour. The path on the eastern side of the harbour continues to be inspected on a weekly basis. In early August officers were concerned about new hairline cracks that had appeared and they asked Cormac's engineer to survey the cliff again which he did on 6 August. He did not notice any significant change in conditions which could have led to further failures. The design for the cliff stabilisation works are still with the design group and because of summer holidays and staff taking leave, there has been little progress but the Countryside Officers are chasing.

Regarding the Charlestown Conservation Area Character Appraisal and Management Plan, the Clerk reported that she has contacted the Conservation Officer to ask why the Conservation Area boundary on the Ropewalk was drawn where it is and the CO replied that she is not sure why the whole Ropewalk was not included and this was probably an oversight. She said that all the trees are protected by a TPO and there are no buildings within the area to protect from demolition so she is not too concerned about it. The Clerk has now asked the CO whether we can run the consultation on the draft document in tandem with the proposed boundary amendment or whether it should be included in the draft document and she is awaiting a reply. The Clerk reported that the parish council will have to arrange the public consultation which will be virtual but hopefully we can run a "by appointment" consultation event in the hall, manned by councillors.

As requested at the last meeting the Clerk wrote to St Austell Brewery stating that the parish council feels that the provision of door staff should be centrally funded by the brewery but she has not received a reply. Because of this the Clerk has not yet written to licensed premises in Charlestown as she felt it important to have the facts from the brewery first.

Following the resignation of Dave Nicklin, the councillor vacancy is currently being advertised in accordance with the usual procedure and it is likely that the vacancy could be filled by co-option at the next meeting.

It had been hoped to have the interpretation board at Trenarren in situ by now but unfortunately the Highways Manager did not like our first choice of position and we have now instructed Cornwall Wildlife Trust to install the board in a different location. There will be a small cost implication as Keith will have to relocate the waste bin.

The Woodland Trust tree pack will arrive between 2 and 20 November.

(19/250) Declarations of Interest on Items on the Agenda

- (a) There were no declarations of pecuniary interest
- (b) Cllr Neill declared a non- registerable interest in agenda item 7 (a) (ii), planning application for 35 Quay Road, as he lives next door to the property
- (c) There were no requests for dispensations.
- (d) There were no declarations of gifts and hospitality.

(19/251) Chairman's Announcements

The Chairman welcomed Cllr Foster to the parish council.

(19/252) Public Participation

The Chairman asked the member of the public present if she would like to speak about her planning application to do so at the appropriate time on the agenda.

(19/253) Planning Applications and Related Matters

- (i) PA20/06060 – 34 Duporth Bay: Demolition of a conservatory with a proposed kitchen/lounge extension and balcony with additional bedroom

It was **RESOLVED** that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the parish council supports the application but with a caveat that obscure glass be used on either end of the proposed balcony.

Cllr Neill was placed in the waiting room.

(ii) PA20/06573/4 (LBC) – 35 Quay Road: Construction of a new garden room in a single-storey extension to the rear of the existing two storey dwelling, including removal of the existing ground floor kitchen extension, modifications to the existing kitchen and extension.

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.** Councillors commented on the quality of the application.

Cllr Neill was returned to the meeting.

(iii) PA20/06383 – Cornelius House, The Drive, Duporth: Works to a Beech tree subject to a TPO

Members felt that they would like to see the Tree Officer's report prior to commenting, but the Clerk was asked to contact the Planning Officer in the interim and inform her that the council will be extremely unhappy to see the tree felled unless there is good reason and there is no alternative. The council would also like to see at least 1 replacement tree planted if felling is the only option. The Clerk was to ascertain whether when a tree protected by a TPO is replaced, the TPO transfers to the replacement tree. A formal response will be made next month.

(iv) PA20/05867 – The Courtyard, Manor Farm Road: Modification of planning obligation dated 13/03/2020 relating to off-site contribution

Members felt that it would be difficult to comment on the application without first having sight of the financial viability assessment, which is considered to be commercially sensitive. It was **RESOLVED that the Clerk should ask the Planning Officer for sight of her concluding report once she has considered the FVA in order to determine what the parish council's response will be.**

(b) The Clerk updated members on the following applications

(i) PA20/05646 - 5 Church Road, Charlestown: Proposed parking within the curtilage

Cllrs Tombs and Hallows together with the Clerk met the developer on site to discuss issues raised at last month's meeting and notes from this meeting had been previously circulated. The application has yet to be determined.

(ii) PA19/08174 – Land Off Mill Lane: Residential dwelling to include associated site works and alteration/formation of vehicular/pedestrian access

Cornwall Council's Archaeologist has commented that an Archaeological Impact Assessment should be submitted and then wishes to be reconsulted. Comments are also awaited from Network Rail, the Conservation Officer, World Heritage Site Planning Officer and St Austell Town Council.

(iii) PA19/03884 – Charlestown Harbour: Proposed siting of a demountable timber workshop for boatbuilding and repair

There was nothing to report.

The Chairman said that Cllr French will be meeting with Gavin Smith and Paul Banks from Cornwall Council's planning department. The matter of planning and the harbour is not straightforward.

(iv) PA20/02256 – Rashleigh Arms: Retrospective Listed Building Consent for the proposed external works to Grade II Listed Building

The Clerk reported that following the parish council's comments which were submitted in May, the Planning Officer went back to the applicant with the council's concerns but no reply has been received. The Planning Officer is minded to approve the application. It was **RESOLVED that the Clerk should request that the application be called in for determination by the Planning Committee.** The Clerk was also asked to send the parish council's comments to the World Heritage Site Planning Officer to make sure that they are aware of the council's grave concerns.

The Chairman said that he has had a conversation with Cllr French regarding the matter of door staff and Cllr French was going to follow up with his contacts at the Brewery.

(19/255) Neighbourhood Plan

Cllr Sue Leach reported that the pre-submission consultation period ended on 9 August. 9 responses were received from statutory consultees and approximately 30 from residents and businesses. Some responses were simply thanking the group for the draft plan and some related to matters outside the remit of the Neighbourhood Plan. The strategic group have held various meetings to formulate responses and the editing group will meet shortly to incorporate the changes and then the revised plan together with associated documents will be circulated to councillors which the parish council will need to approve prior to submission to Cornwall Council. The proposed changes to planning law make it very important that the plan is at the stage of being ready to go to referendum as soon as possible.

(19/256) Cornwall Councillor's Report

No report was available.

(19/257) Regatta Playing Field

A meeting has been arranged with Cornwall Council for 22 September when Cornwall Council will outline the terms of accessing the S106 money for improvements to the toddlers' play area.

(19/258) Public Toilets

The Clerk reported that the toilets were being well used and that Cormac's cleaning contract runs until the end of October but the council may need to extend this with the spike in Covid cases. Some minor repairs will need to be undertaken to the building in the winter.

It was **RESOLVED that the Clerk should advertise for a replacement cleaner to fill the current vacant position.**

(19/259) Highways Matters

(i) Safety Issues in Road.

The Chairman reported that a site meeting took place this morning involving the Highways Manager, the Chairman, Cllr Foster, Cllr French and the Clerk. There have been incidents over the summer when 2 vehicles try to pass whilst there are pedestrians using the virtual footway presenting a danger to the pedestrians. Speeding is not necessarily the problem per se but when there is a long length of parked cars, vehicles trying to pass do so quickly to get to the end before oncoming traffic appears. The Highways Officer said that the matter had been reported to her by the Highways Steward over the summer. A speed monitoring exercise has recently been undertaken on Duporth Road and the outcome of this should be known in the next few days. Whilst on site, a number of local residents walked past and gave their thoughts on the problem and people who work in Charlestown were observed parking up

and walking to work. The Highways Officer is to speak to the Harbour as the lay-by opposite the terrace of cottages is very overgrown and to check that the trees are included in a tree monitoring scheme. The possibility of making the lay-by residents only parking can only be considered in parallel with any other residents schemes in Charlestown. Yellow lining could be considered on the bend part way up Duporth Road to maintain vehicle passing places. The Highways Manager agreed that the white lining on the virtual pavement needs repainting and she will arrange for that to be done. The Chairman said that the meeting was extremely helpful. Notes from the meeting are available on the councillors' area of the website. The Highways Officer was in agreement with everything those present were saying and took it all on board.

The Highways Officer is to be invited to attend our meeting on 28 September.

(ii) Other highways concerns.

Cllr Reynolds highlighted concerns about cars parking on Porthpean Road close to the junction of Porthpean Beach Road, creating poor visibility for drivers exiting Porthpean Beach Road and that double yellow lines were needed here. The matter can go forward to the next round of the Community Network Highways Budget.

Cllr Reynolds asked for an update on the results of the inclinometer readings in Trenarren car park. The Clerk reported that the July readings showed minimal change since June and no action was necessary at the present time. Frequency of visits has now be changed to bimonthly.

Cllr Reynolds reported that unofficial signs have been put up by Trenarren residents to try to prevent people speeding into the village and she asked whether the council could ask for a 10 MPH speed restriction through the village. Cllr Reynolds also wondered if the wording of the existing "No car park beyond this point" sign could be changed. The Clerk reported that a reduction in the speed limit would require a traffic consultation and questioned who would monitor it in Trenarren. The Clerk has given a photograph of the "No car park ..." sign to the Highways Manager who will consider whether the wording could be changed and the sign placed a little higher to catch drivers' eyes.

(19/260) Financial Matters

(i) Daffodil Planting

The Climate Change Working Party would like to plant daffodils on verge at the junction of Porthpean Beach Road/Porthpean Road and also on the Cask Banks in Charlestown. It was **RESOLVED that up to £150 could be allocated for this project.** Cllr Reynolds will organise planting in accordance with current Covid-19 regulations.

(ii) It was noted that the parish council has received the Government's £10,000 Small Business Grant regarding Covid-19 as mentioned in the Clerk's report.

(iii) It was noted that the Local Government Pay award for 2020/21 has been agreed, backdated to 1 April. Cllr Osbrink has checked the clerk's calculations

(iv) Current balances were noted and the following payments were authorised:

Method	Payee	Purpose	Amount
DD	Cornwall Council	Business rates for toilets	£77.00
DD	SWW	Water for hall	£29.00
DD	E-On	Electricity for hall	£22.89
DD	SSE	Electricity for toilets	£110.67
DD	Lloyds Bank	Credit card	£192.06

DD	BT	Telephone/internet	£61.67
DD	ITEC	August printing charges	£66.04
DD	Information Commissioner	Annual Data Protection Renewal Fee	£40.00
BACS	Argos Fire Protection	Annual fire extinguisher service	£101.64
BACS	Fowey Systems	Annual fire alarm service	£156.60
BACS	Lyreco	Toilet supplies	£444.31
DD	Blenheims Estate Agents	Monthly estate service charge	£12.00
BACS	St Austell Printing Co	Laminated poster for hall	£25.80
BACS	Seton	Cleaning products	£13.19
BACS	Peake (GB) Ltd	Annual fee for sanitary/nappy bins	£280.82
BACS	Just Gloves	Disposable gloves	£19.84
BACS	SLCC Enterprises	Clerk's attendance at SLCC virtual National Conference (cost to be shared)	£30.00
BACS	Staff/Cornwall Pension Fund/HMRC	Staff Wages and oncosts	£3,520.28

(19/261) Training/Meetings Attended

12 August – Cllrs Hallows and Tombs together with the Clerk met with the applicant of the planning application for 5 Church Road

24 August – Chairman and Clerk met with the owner of 1 Bay View Road to discuss the relocation of the council noticeboard

2 September – The Clerk attended a meeting of clerks to smaller councils

9 September – The Clerk attended a Cornwall Council funding briefing

10 September – The Clerk attended a meeting of the St Austell and Mevagissey Community Network Panel and gave a verbal report

14 September – The Chairman and Clerk met with Rolf Munding and Colette Pearce from Charlestown Harbour at the request of Mr Munding to discuss the council's application to have the Cask Banks listed. The Chairman apologised to Mr Munding for omitting to inform him of our intention to apply for listing prior to sending off the application. Mr Munding appreciated the fact that the Chairman recognised the council's shortcomings and said he would not be resisting the application

17 September – The Chairman, Cllr Foster, Cllr French and the Clerk met with the Highways Manager as reported earlier

(19/262) Correspondence Received

A list of correspondence had been previously circulated. The following had been received since publication of the agenda.

- Correspondence regarding the clearance of land adjacent to the Clay Dry
- Invitation from Truro City Council to attend a virtual conference on wilding
- Consultation on reforming local government exit pay
- Request for assistance in running drive-thru flu vaccination clinics
- Invitation to attend Carbon Neutral Cornwall Hive online event

(19/263) Dates for the Diary

22 September – Regatta Working Party meeting

22 September – Local Council Planning Conference (Cllrs Reynolds and Foster to attend)

25 September – Site visit at Porthpean House

28 September – Meeting to discuss parking in the parish

(19/264) Dates of Forthcoming Meetings

15 October, 19 November, 17 December 2020.

The meeting closed at 7.15 pm

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Chairman

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Date

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