

**MINUTES of a virtual MEETING OF ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 15 October 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,

**In attendance:** Cllr Tom French CC (first part of the meeting), Chris Coldwell, Cornwall AONB Project Development Officer, Julie Larter, Clerk; 2 members of the public

**(19/272) Apologies for Absence**

Apologies were received from Cllr Nick Foster.

**(19/273) Minutes of an Extraordinary meeting of the Parish Council held on 29 September 2020**

It was **RESOLVED** that the minutes of the Extraordinary Meeting held on 29 September 2020 be signed as an accurate record of the meeting.

Cllr Foster apologised after the September meeting that he had omitted to declare at that meeting that he is a member of the Regatta Committee and for transparency he wished his interest to be noted at this meeting.

**(19/274) Matters to Note**

The Clerk reported that she has been unable to progress a consultation on the Charlestown Character Appraisal and Management Plan. The Clerk asked the Conservation Officer why the boundary of the CA didn't go straight down the Ropewalk and the Conservation Officer was unsure. The CO is currently working from home and is unable to access her maps but she thinks that this was probably an oversight when the extension was made in 2012. The CO felt that as all the trees here are protected with a TPO and there are no buildings within this section of the Ropewalk, the parish council should not be concerned. However she did warn that it could be difficult to get the necessary committee report written due to lack of staff in the department and that there is a significant cost involved in placing an advert in the London Gazette. The Clerk has spoken to Helen Nicholson, Community Link Officer, Cornwall Council and Cllr French and asked them to intervene.

**(19/275) Declarations of Interest on Items on the Agenda**

- (a) There were no declarations of pecuniary interest
- (b) Cllr Hallows declared a non-pecuniary interest in agenda item 13 (i) as he is a member of Light up Charlestown
- (c) There were no requests for dispensations.
- (d) There were no declarations of gifts and hospitality.

### **(19/276) Chairman's Announcements**

The Chairman mentioned the current Planning for the Future consultation, the deadline of which is before the next parish council meeting and he asked members if it is their wish that the parish council makes a response. Members confirmed that they did wish to comment and the matter will be discussed later in the meeting

### **(19/277) A Monumental Improvement**

Mr Coldwell gave an update on the Monumental Improvement project. All the funding is now in place for the delivery stage (£88,900) and the National Trust has pledged £25,000. Mr Coldwell thanked the parish council for supporting the funding bid by encouraging letters of support. A Project Manager and an Activities Officer have been appointed. Mr Coldwell asked the parish council for its continued support and it is the project's hope that events can be organised at Black Head. Public engagement and participation is being sought, particularly from people who wouldn't usually visit the area – it will be on offer as part of social prescribing. Cllr Reynolds said that the interpretation board that the parish council has recently installed in Trenarren car park has been very well received and it would be nice to have one on Black Head but Mr Coldwell said that the National Trust no longer encourages boards on its land, preferring information to be available on line and in adjoining car parks.

The Chairman thanked Mr Coldwell.

### **(19,278) Public Participation**

A member of the public present outlined the current situation regarding planning application PA20/05646, 5 Church Road, of which he is the applicant. On the advice of the Conservation Officer and the WHS Planning Officer, the Planning Officer is looking to refuse the application.

### **(19/279) Planning Applications and Related Matters**

(i) PA20/07837 – Blue Haze, Porthpean Beach Road: Proposed annexe for relative

It was **RESOLVED that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the parish council supports the application.**

(ii) PA20/07953 – 5 Bay View Road: Application for works to tree subject to TPO: removal of regrowth/epicormic up to 5m height from previous pruning, of boundary Sycamore and 2 Oaks  
Members wished to wait for sight of the Tree Officer's report before commenting.

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

It was **RESOLVED that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the parish council has no objections to the proposed work.**

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

Members were again unable to comment due to the confidential nature of the Financial Viability Report. The Chairman is to speak to Acorn Blue.

(b) The Clerk gave an update on the following applications

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

The application is currently on hold pending comments from the archaeologist.

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

The owner of the harbour is due to meet with officers from Cornwall Council's planning department to progress ongoing issues.

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

The Planning Officer is not going to do anything until she has received a response from the applicant in response to the parish council's concerns. The Clerk was asked to chase the WHS office for a response to the parish council's comments. The Clerk was also asked to write to the Planning Officer expressing the dissatisfaction of the parish council about the length of time it is taking to determine the application.

*(The following item was not on the agenda but as the applicant raised the matter during public participation was discussed)*

(iv) PA20/05646 – 5 Church Road: Proposed parking within the curtilage

Councillors determined that they would stand by their initial decision of no objection and await a 5 day protocol letter from Cornwall Council, with a view to asking for the application to be called in.

(v) Enforcement Appeal relating to EN16/02139 and EN16/02139, The Longstore, Charlestown Road

It was noted that both appeals have been dismissed. The Clerk was asked to seek clarification from the Enforcement Officer about what exactly was required under the Notice as Cllr Tombs understood that the only requirement was for the utility boxes to be moved inside. He thought that the car park was allowed. Cllr Tombs has contacted the Enforcement Officer who has offered to have a virtual meeting with councillors if that is their wish. Councillors did not feel this was necessary, but the Clerk will seek written clarification.

(vi) Planning for the Future

Cllr Reynolds and Cllr Foster will draft a response and circulate it to members for approval. Cllr Neill offered his support if required.

### **(19/280) Neighbourhood Plan**

Cllr Sue Leach reported that the final edit of the revised plan will be circulated to members next week. The only further modifications that will be made to the revised plan are cosmetic improvements to the layout, specifically the introduction of some colour. The Clerk will run off hard copies for those councillors who would like one. Cllr Leach said in light of the proposed Government changes to planning legislation it is important to get the neighbourhood plan finalised as quickly as possible. The Clerk will confirm the date of an Extraordinary meeting next week.

### **(19/281) Cornwall Councillor's Report**

Cllr French reported that Cornwall Council has asked staff to express an interest in voluntary redundancy. The council needs to make 200 staff redundant and 600 people have expressed an interest. He said that the reduction in staff was likely to affect the service the council delivers in future. Following receipt of the speed monitoring report for Duporth Road, Cllr French is to seek clarification from the Highways Manager on interpreting the findings.

### **(19/282) Regatta Playing Field**

The Clerk reported that she has had difficulty in obtaining quotes for trees for the field from local suppliers. There was some conflict between the advice given by Cormac's arboriculturalist and Cornwall Council regarding species to be used. The Clerk has therefore contacted Jo Elworthy and has arranged a meeting next week with Mrs Elworthy and Cllr Reynolds to seek local advice. The parish council has already allocated £500 towards the purchase of trees as has the Regatta Committee and it is the Clerk's intention to purchase the recommended trees and shrubs from Duchy Nurseries. The Clerk will enlist the help of the Regatta Committee to plant them. The Clerk said that originally it had been intended to raise further funds through Crowdfunding but did not feel that in the current economic climate this was an appropriate thing for a local authority to be doing.

The Clerk reported that she has contacted Cornwall Council regarding access to the s106 money. Cornwall Council has not yet contacted Wainhomes about the proposed transfer of the lease. The Clerk has been informed that Cornwall Council are unwilling to agree a 35 year lease as had previously been agreed but that they wish to assign the full remainder of the 999 year lease to the parish council. Their reasoning is that a 35 year lease would in effect be a sub-lease and the Council wishes to have a clean break with the field. It was **RESOLVED that St Austell Bay Parish Council would accept assignation of the remainder of the lease.**

Regarding ordering the play equipment, this cannot be done until after it had accepted full assignation of the lease. The Clerk has asked Cornwall Council whether the full cost of the play equipment could be funded from s106 money, rather than be jointly funded as had previously been proposed and Cornwall Council appear to be happy with this. Cornwall Council suggested that the parish council applies for the full cost of the equipment plus the cost of a new footpath. It was **RESOLVED that the parish council would apply to Cornwall Council for s106 money to cover the full cost of the play equipment and the footpath.**

### **(19/283) Highways Matters**

#### **(i) Parking Issues**

The Chairman asked whether it would be preferable for a meeting to be arranged with the WHS office and the Highways Officer to discuss acceptable schemes for Charlestown and Duporth Road before applying to Cornwall Council. Cllr Reynolds expressed doubts whether the parish council should incur costs in providing parking for a limited number of residents. It was **RESOLVED that the Parish Council should make an application to the Community Network Highways Scheme. Cornwall Council for the provision of residents parking areas on Charlestown Road and Duporth Road, together with a 20 MPH speed limit on Church Road, Charlestown Road and Duporth Road.**

#### **(ii) Other Highways Concerns**

Cllr Hallows pointed out that most of the Covid-19 temporary signs in Charlestown are now damaged or missing. The Clerk reported that she has contacted Cormac and the Highways Steward is going to undertake an inspection.

It was noted that a pedestrian slipped over on leaves at the Duporth Road/Manor Farm Road last week sustaining injuries necessitating attention from an ambulance crew. The Clerk and Cllr Foster contacted Highways asking for the road to be swept as a matter of urgency and the road was swept later that day. The Clerk reported that Biffa sweep the roads fortnightly at this time of year, provided cars are not parked in the way.

Cllr Foster had raised concerns that on occasions cars have been parking by the new pedestrian entrance to Tregorrick Way obstructing vision for cars driving along Porthpean Road. The Clerk will raise the matter with Pentewan Valley Parish Council

The Clerk was asked to request that vegetation be cut back at the junction at the top of Duporth Road.

The outcome of the speed monitoring on Duporth Road was received earlier today together with plans for proposed yellow lining on Duporth Road and Porthpean Road and this matter will be carried over to next month's agenda.

Following a site meeting with the Highways Officer in September, the Highways Officer has reported that the faded virtual footway white edge line is to be added to the next batch of lining schemes and a defect on a section of the footway is to be repaired; the bend warning sign approaching Barkhouse Lane corner is to be refitted and the landowner has been asked to cut back vegetation by the layby in Duporth Road. The Highways Officer has come up with revised wording for the sign leading into Trenarren Village and has suggested that 2 "P" signs are put up in Trenarren Car Park to indicate the parking area and councillors were happy with this suggestion.

Cllr Hallows was placed in the waiting room

#### **(19/284) Financial Matters**

(i) Request for grant funding from Light Up Charlestown

It was **RESOLVED to make a grant of £250 to Light Up Charlestown towards the cost of public liability insurance.**

Cllr Hallows returned to the meeting.

Cllr Neill asked Cllr Hallows whether the businesses were being asked to contribute towards the lights this year and Cllr Hallows replied that they are not however a poster is to be put up seeking donations. It is not the group's intention to purchase additional lights this year. The group is working with the Regatta Committee on the provision of a Christmas tree.

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

<b>Method</b>	<b>Payee</b>	<b>Purpose</b>	<b>Amount</b>
DD	Cornwall Council	Business rates for toilets	£77.00
DD	SWW	Water for hall	£29.00
DD	BT	Telephone	£62.87
DD	E-On	Electricity for hall	£22.89
DD	SSE	Electricity for toilets	£110.67
DD	Lloyds Bank	Credit card	£64.52
DD	BT	Telephone/internet	£61.67
DD	ITEC	August printing charges	£12.19
DD	Fintec	Quarterly charges for printer	£136.91
BACS	Lyreco	Toilet consumables	£176.62
BACS	Cormac Solutions	Toilet cleaning June - September	£1,325.83
BACS	Royal Mail	Response postage for NP	£0.56
DD	Blenheims Estate Agents	Monthly estate service charge	£12.00
BACS	Cornwall Signs	Re-siting Bay View noticeboard	£210.00
BACS	Cornwall Council	Neighbourhood Plan printing	£1,545.61

BACS	Just Gloves	Disposable gloves	£19.84
BACS	Staff/Cornwall Pension Fund/HMRC	Staff Wages and oncosts	£2,138.91

### **(19/285) Training/Meetings Attended**

22 September – Cllrs Foster and Reynolds attended the Cornwall Council Local Planning Conference (notes previously circulated)

25 September – Chairman, Cllrs Hallows, Tombs, Reynolds, Leach and the Clerk attended a site meeting at Porthpean House regarding a pre-application advice application

28 September – Chairman, Cllrs Hallows, Leach, Tombs, Osbrink, Foster and the Clerk attended a meeting to discuss car parking issues

6 October – Cllrs Neill and Hallows together with the Clerk attended a site meeting regarding a proposed application to divert part of footpath 26

7 October – Councillors attended a presentation from CEG on the proposed development at Crinnis Beach

12 – 16 October – Clerk attended the SLCC Virtual National Conference. Sessions attended included a consultation on the new Code of Conduct; Insurance risks during Covid-19; A view of the sector in England and Wales; Devolution, Localism and the future of councils; Budgeting in uncertain times; empowering local communities - engaging citizens in the design of public service.

### **(19/286) Correspondence Received**

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

- Email from Wainhomes who are still pursuing proposals for Charlestown as discussed last year. They have now entered into discussions with a local builder regarding the piece of land at the bottom of the Regatta field and a further update should be available in the next few weeks
- Email from the Royal British Legion highlighting alternative ways of supporting the Poppy Appeal
- Details of Loan Sharks information events
- Dates of Code of Conduct training
- Covid-19 update from Cornwall Council
- Dogs on beaches survey

### **(19/287) Parish Councillor Vacancy**

It was **RESOLVED to co-opt Nigel Chatterjee to fill the vacancy in the Charlestown ward.**

### **(19/288) Dates for the Diary**

20 October – Chairman and Clerk are to meet with Rolf Munding and Tim Smit (at Mr Munding's request) regarding the Cask Banks listing

22 October – Cllr Tombs will attend Code of Conduct training

24 October – Daffodil planting on Porthpean Road

9 November – Cllrs Foster and Chatterjee to attend Code of Conduct training

### **(19/289) Charlestown Public Toilets**

The Clerk gave an update on the current staffing situation. From 1 November Mr Rodriguez will be the weekday cleaner and he has agreed to carry out the extra lunchtime clean for as

long as is required. The vacancy for a weekend cleaner has been advertised and the Chairman and Clerk are interviewing on Tuesday. It was **RESOLVED to delegate responsibility for recruiting a weekend cleaner to the Chairman and the Clerk, to be ratified at the next parish council meeting.** As an interim measure Mr Carter has agreed to carry out the early morning weekend clean, just leaving the lunchtime clean to be covered. Cormac's temporary contract runs until 31 October and it was **RESOLVED to extend the contract with Cormac for lunchtime weekend cleaning only until a new cleaner has been appointed.**

**(19/290) Dates of Forthcoming Meetings**

19 November, 17 December 2020.

The meeting closed at 7.53 pm

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Chairman

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Date

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