

MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 18 APRIL 2019 at 6.00pm in THE PATTERN HALL, CHARLESTOWN

Present: Cllrs Bill Leach, Sue Leach, Malcolm Neill, Steve Morris, Richard Hallows, Sue Osbrink, Peter Tombs, Dave Nicklin, Trudy Reynolds

In attendance: Cllr Tom French CC; Julie Larter (Clerk); Lisa Solly (Situ8), 9 members of the public.

(18/211) Apologies for Absence

There were no apologies for absence.

(18/212) Minutes of a meeting of the Parish Council held on 28 March 2019

The Clerk pointed out that a date on minute 18/207 was incorrect – Chris Coldwell of the AONB Unit will be attending the NDP drop-in on 16 May, not 26 March. The Clerk stated that she has corrected the date on the set of minutes the Chairman would sign.

Cllr Hallows said that there were inaccuracies on minute 18/194 and the paragraph should read as follows:

There were no declarations of interest. The Chairman suggested that given their involvement in the Charlestown CIC, Cllr Hallows and Cllr Nicklin may wish to consider declaring an interest in some of the items on the agenda. He advised Cllr Hallows and Cllr Nicklin to speak to the Monitoring Officer. Cllr Nicklin explained that he and Cllr Hallows will not become directors until the CIC's first meeting. Cllr Hallows said that he has contacted the Clerk and the Monitoring Officer already. Cllr Morris pointed out that the 3 people who set the company up are the lead directors.

Cllr Hallows also said that minute (18/198) – Neighbourhood Development Plan contained an inaccuracy in paragraph 5, sentence 5. The sentence should read "Cllr Hallows said that he has contacted the Monitoring Officer."

It was **RESOLVED** that **subject to the above corrections, the minutes be signed as a true record of the meeting.**

(18/213) Matters to Note

The Clerk reported that the ground investigation work on Charlestown cliffs had been postponed until June as the team are having to deal with emergency work elsewhere.

The Clerk asked if the July meeting could be moved from 18 July to 25 July as her graduation ceremony is scheduled for 18 July. Councillors agreed to move the meeting.

(18/214) Declarations of Interest on Items on the Agenda

Cllr Morris declared an interest in agenda item 13 as he is Chairman of the Duporth CIC.

(18/215) Chairman's Announcements

The Chairman had no announcements to make.

(18/216) Public Participation

A member of the public wished to speak about #2MinuteBeachClean Boards and Climate Change. The member of the public explained that she moved into Charlestown in September and has been out every day litter picking and is an Ambassador for Keep Britain Tidy. She explained that she has approached the Pier House and they are happy to be guardians for a #2MinuteLitterPick Board. Yesterday the Charlestown Clean Up Group collected 13 bags of rubbish. The member of the public said that she had asked to address the parish council about climate change before Christmas and the request was refused, but since then Cornwall Council has declared a Climate Emergency, as have St Austell Town Council and 20 parish councils in the county. The member of the public asked for the opportunity to give a presentation at a later date.

(18/217) Planning Applications and Related Matters

(i) PA19/01454 and PA19/01455 (LBC) – 2 Quay Road: Proposed dormer window in place of rooflights (to serve the bathroom)

Members put concerns about overlooking to Lisa Solly, (Agent, Situ8) and asked whether frosted glazing or a non-opening window could be used. Ms Solly said she would ask her client. Concern was also raised about the effect of putting a dormer window in a listed building, as the Charlestown Conservation Area Character Appraisal document recommends that dormer windows should be avoided. It was **RESOLVED that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the Parish Council has concerns about this application for work on an important listed building in a very prominent position and wonders if further consideration could be given to the following points: Concerns about overlooking the immediate neighbours – could frosted glazing be used or a non-opening/restricted opening window? The Charlestown Conservation Area Character Appraisal and Management Plan, page 65 states that “In order to preserve Charlestown’s roofscape, the insertion of dormer windows should be avoided as their historic use in Charlestown is very limited. If a dormer is unavoidable, we would suggest a single dormer to match the existing windows, with a pitched roof.**

(ii) PA19/02797 – Charlestown Primary School: Variation of condition 2 in respect of decision PA18/11946 dated 15/02/2019 to allow the floodlights to be used until 9.00pm

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) PA19/03083 – 10 Pavilion Rise, Duporth: Application for works to a tree subject to a Tree Preservation Order – felling of a Monkey Puzzle tree

Members wished to wait for the Tree Officer’s report before commenting.

(iv) PA18/07965 – 36 Quay Road: Submission of details to discharge conditions 3, 4, 5 and 6 in respect of decision notice PA18/07965

It was **RESOLVED that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the only comment the parish council wishes to make relates to Condition 5 – it would like the rainwater goods to be replicated with the existing goods on the front of the property.**

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

(i) PA18/11740 – The Retreat, Porthpean Beach Road: Proposed extensions including balcony, and alterations (resubmission of PA18/04317). This application is yet to be determined.

(ii) PA19/02059 – Southwinds, Porthpean Beach Road: Erection of a workshop in the garden. This application has been approved.

(c) The Rashleigh Arms

Cllr French has spoken to James Staunton who said that the brewery couldn't get the stone they wanted from China in time to be laid by Easter and have used a different type of stone instead. Cllr French said that he has spoken to the landlord of the Rashleigh about the "stage" in the garden and the landlord said that the pub has always had music but that he was happy to speak to any residents who may have concerns. Members were unhappy with the explanation Cllr French had been given and stressed that the work should have been carried out in accordance with the agreed plans.

(18/218) Strategic Planning Overview of Charlestown

A site meeting with the Conservation Officer was arranged for Monday 29 April at 3.30pm. The Chairman, Cllr Neill, Cllr Tombs, the Clerk and Mr Barlow will attend.

(18/219) Neighbourhood Development Plan

Cllr Sue Leach reported that flyers for forthcoming drop ins are being distributed and she thanked volunteers for their help. Kath Statham has completed the field assessment and the draft document will be ready by early May in time for the consultation events. There has been a 28% response rate to the business questionnaires. The deadline for the Affordable Housing survey is 28 April. Cllr Leach reported that Deborah Boden of the World Heritage Site Team previously offered £2,000 towards a traffic survey for Charlestown but the NDP Strategic Group will have to submit a bid. Ms Boden has indicated that the bid is likely to be more successful if there is a contribution from our Cornwall Councillor's Community Chest. Cllr French agreed to discuss a contribution with Cllr Leach after the meeting.

(18/220) Cornwall Councillor's Report

Cllr French had previously reported on a discussion with James Staunton regarding the Rashleigh and had nothing else to report.

(18/221) Tree Warden

Cllr Reynolds said that she would like to start with 2 good news stories.

The Charlestown street trees have been planted and on schedule and Cllr Reynolds proposed that the PC should thank Cornwall Council/Cormac for the work done. The council will keep the pressure on to replant the two remaining trees further up the road.

Cllr Reynolds told of a tree planting scheme at Polmear Farm and this morning I was given a guided tour. There is a new orchard area with 21 mixed fruit and nut trees and a paddock area where 36 trees have been planted, including oaks, alders, walnut trees and salt tolerant pines. She said we are lucky to have this biodiverse area in the heart of Charlestown and thought that the owner should be congratulated for planting them.

Cllr Reynolds then introduced "The Grow Nature Seed Fund". It is a scheme aimed specifically at increasing tree cover in Cornwall by supporting woodland, orchard and hedgerow planting. Up to £1000 is available for eligible projects run by locally based "not for profit" organisations.

The Fund would support small scale projects within local communities such as

- establishing community orchards
- planting hedges to shelter community facilities
- turning community greenspaces into habitats for wild-life
- making eco-friendly improvements to community centres or village halls
- planting street trees

and many more. There is also chance to increase this funding by applying to Cornwall Council's Community Chest Scheme and Crowdfunding.

The Clerk was requested to ask Cormac if it would be possible to provide labels for the Charlestown Road street trees. The Clerk was also asked to write and thank the owners of Polmear Farm.

(18/222) Traffic Survey

It had previously been agreed to proceed with the first element of the traffic survey and Cllr Sue Leach is still waiting for an updated cost on the additional work requested. Members discussed whether to involve an independent consultant. A quote of £400 has been received to talk about the brief and Cllr Leach said that she would ask the NDP Strategic Group if they thought this would be helpful. Cllr Tombs said that a consultant would be able to ensure that everything was covered in Cormac's survey. The NDP Strategic Group will consider the matter and report back to the parish council.

Cllr Osbrink gave her apologies and left the meeting at 8.00pm.

(18/223) Charlestown Regatta Playing Field

(i) A proposal document had previously been circulated and it was felt that with the exception of the red/blue designation, there was now a basis upon which the Regatta Committee and the parish council could work together. The proposal is that the Regatta Committee remains responsible for the management of events and Cornwall Council remains responsible for the management of the field. It was agreed that a proper letting system needs to be put in place with the aim of increasing field usage. It was also agreed that the current maintenance programme is unacceptable and the parish council may need to supplement additional work. A condition survey needs to be undertaken before the parish council/Regatta Committee enter into any new agreement with Cornwall Council. It was stressed that Cornwall Council would not be permitted to "palm off" responsibility to the Parish Council.

(ii) It was **RESOLVED that the parish council would enter into a partnership with members of the Regatta Committee to raise the standard of maintenance of the Regatta Field and to instigate a booking system.**

(iii) The matter of appointing members onto the working party was deferred.

Cllr Steve Morris left the room.

(18/224) Dog Waste Bin

It was **RESOLVED to agree to Duporth Community Interest Company's request to fund the provision of a dog waste bin for Duporth beach at a cost of £169.**

Cllr Morris returned to the meeting.

(18/225) #2MinuteBeachClean Board

It was **RESOLVED to purchase a #2MinuteBeachClean board for Charlestown beach.** The Pier House Hotel has agreed to be the guardian of the board. The provision of a board for Duporth beach will be reviewed at a later date after Cllr Morris has discussed the matter with Duporth Community Interest Company.

(18/226) Climate Change

It was **RESOLVED to invite Pat Smith to a future parish council meeting to give a talk on Climate Change.**

(18/227) Benches

The Clerk reported that she has put the lady who would like a bench on the green at Porthpean in touch with Cornwall Council's Open Space Officer as there is a procedure for memorial benches that needs following. The Clerk said that she has not had a chance to obtain quotes to refurbish the existing benches yet and the matter was deferred.

(18/228) Highways Matters

The Clerk reported that the delay in resurfacing Holmbush Arch Roundabout was because Western Power need to dig that area of the highway up in the near future and Cornwall Council didn't want to lay a new surface down for it to be dug up again and this final piece of resurfacing has been deferred.

Cllr Reynolds said that an area of the car park at Trenarren is slipping and Cornwall Council have dug a borehole to monitor the area for the next 6 months.

(18/229) Financial Matters

Current balances were noted and the following payments authorised

BACS	Zurich Municipal	Insurance premium	£1,479.49
BACS	BT	Telephone and broadband	£202.14
DD	SWW	Water charges for hall	£18.50
DD	Cornwall Council	Business rates for toilets	£74.00
BACS	ITEC	Photocopy charges	£35.26
BACS	The Woolly Shepherd	Acoustic survey for hall	£434.44
BACS	Cornwall Air Ambulance	Grant for New Heli Appeal	£250.00
DD	Fintec	Quarterly photocopy lease charge	£136.91
BACS	St Austell Print Company	NDP flyers	£170.19
BACS	Cornwall ALC	Subscription renewal	£433.30
BACS	Mrs J Larter	Expenses - renewal of payroll software	£81.60
BACS	Staff	Salaries and oncosts	£2,477.91
BACS	Cornwall Council	Housing Needs Survey	£1,008.68

It was noted that the Local Government pay settlement came into effect on 1 April.

(18/230) Meetings/Training Attended

4 April - The Chairman, Cllrs Neill, Tombs and Osbrink together with the Clerk attended a meeting with the Regatta Committee

(18/231) Correspondence

A list of correspondence had previously been circulated and the following correspondence was received after publication of the agenda:

- Details of a High Street Clean Up Grant
- Invitation to attend an Imerys Public Community Liaison Meeting on 8 May
- Request for nominations for Cornwall Council’s 60 Over 60 project

(18/232) Dates for the Diary

9 May – Cormac’s Highways Engagement event – Cllr Reynolds and the Clerk to attend
 9 May – St Austell and Mevagissey Community Network Panel Meeting – Cllr Neill and the Clerk to attend
 14, 16, 21 and 23 May – Neighbourhood Development Plan drop-ins

(18/233) Dates of Future Meetings

16 May (Annual Meeting of the Parish Council), 13 June, 25 July, 22 August, 19 September, 17 October, 21 November, 19 December 2019

The meeting closed at 8.24 pm

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Chairman

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Date

