

**MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 17 JANUARY 2019 at 6.00pm in THE PATTERN HALL, CHARLESTOWN**

**Present:** Cllrs Bill Leach (Chairman), Sue Leach, Trudy Reynolds, Malcolm Neill, Steve Morris, Richard Hallows, Sue Osbrink, Peter Tombs, Dave Nicklin  
In attendance: Julie Larter (Clerk); 17 members of the public.

**(18/147) Apologies for Absence**

Apologies were received from Cllr Tom French CC.

**(18/148) Minutes of a meeting of the Parish Council held on 20 December 2018**

It was **RESOLVED** that the minutes of a meeting of the Parish Council held on 20 December 2018 be signed as an accurate record of the meeting.

**(18/149) Matters to Note**

The Clerk reported that Dowling Dodd have carried out valuation surveys on the hall and toilets today. Unfortunately the surveyor was unable to undertake a survey on the condition of the roof as he was unable to gain access. The Clerk will arrange for a carpenter to cut a hole in the loft plasterboard.

Although the parish council no longer receives Police reports, Charlestown Neighbourhood Watch is given a quarterly report which stated the following: 2 October 2018 – 13 January 2019: 1 assault by beating; 1 dog dangerously out of control; 3 common assault; 2 criminal damage to property; 3 criminal damage to vehicle; 1 burglary; 1 harassment; 1 persistently making use of a public communication network to cause annoyance/inconvenience.

The Clerk reported that there is a provisional date of mid-February for Church Road and Charlestown Road to be resurfaced.

**(18/150) Declarations of Interest on Items on the Agenda**

There were no declarations of interest.

**(18/151) Chairman's Announcements**

The Chairman had no announcements to make.

**(18/152) Public Participation**

Mr Mike Barlow requested permission to address the council under agenda item 10.

**(18/153) Planning Applications and Related Matters**

(i) PA18/11946 – Charlestown Primary School: Variation to condition 1 (Community Use Agreement) of PA16/03995 – amend opening times of multi-use games area

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 provided there are no complaints from local residents.

(ii) PA18/11740 – The Retreat, Porthpean Beach Road: Proposed extensions including balcony, and alterations (resubmission of PA18/04317)

It was **RESOLVED** that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the parish council objects to this application. It considers that it is overbearing in its mass to the detriment of the neighbours. The proposal will increase the dwelling's visual mass and will result in a loss of light to neighbouring property. The parish council is concerned that roof lights could be added at a later date, creating further loss of privacy for neighbours.

(iii) PA18/11949 – 47 Duporth Bay: Tree works to various tree species as set out in submitted Aspect Tree Consultancy report 04681-TRA-Duporth-11.12.2018

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 provided the Tree Officer is content.

(iv) PA18/11926 – 1 Bay View Road, Duporth: Proposed tree works are for heavy pruning, lopping and topping along the boundary wall due to excessive shading and overhead risk to property. No felling should be required

It was **RESOLVED** that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the parish council notes that the Tree Officer has recommended that the application be withdrawn as insufficient detail has been provided and the council supports this course of action and will comment when further information is available.

Update on the following planning applications:

(i) PA18/10725 – Kennard, The Drive, Duporth: Reserved matters for layout, landscaping, scale and appearance in respect of decision PA18/02806 (Outline application for the construction of up to 3 dwellings with all matters reserved except access. (Demolition of existing dwelling)

A site meeting was held today and 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.

Members are still concerned about the safety aspect of egress from The Drive and the Clerk was asked to arrange a meeting with the Highways Manager. The meeting will also discuss ongoing flooding issues at the Duporth Road/Porthpean Road junction.

The Clerk was also asked to write to Cornwall Council to enquire what the future management position of The Drive is likely to be.

(ii) PA18/11421 – Wreckers, Charlestown Road: Proposed glass box extension to property (Amended plans)

There was nothing to report.

(iii) PA18/11595 – 101 Porthpean Road: Non material amendment to application PA18/04963 dated 20 July 2018 for the construction of a detached garage/studio/annexe to change the garage door to a window and door on garage 2.

It was noted that this application has been withdrawn as the matter could not be dealt with as a non-material amendment. The application has been substituted with PA18/12138: Construction of a detached garage/studio/annexe with variation of condition 4 of decision PA18/04963 dated 20/07/2018 to change the garage door on the smaller garage to enable use as playroom/gym.

It was **RESOLVED** that the Clerk should respond to the Planning Authority stating that the Parish Council has no objections to the proposal.

(iv) PA18/07961 - Land adjacent to 179 Charlestown Road: Outline Planning Permission with all matters reserved for a dwelling

There was nothing to report.

### **(18/154) Neighbourhood Development Plan**

Cllr Sue Leach reported that information about the Lottery grant and a progress update have been published on the website and noticeboards. The Strategic Group has agreed to provide regular updates to residents. This can be done via residents' associations in Duporth and Higher Porthpean and Cllr Reynolds will inform Trenarren residents. Cllr Leach asked Cllrs Hallows and Nicklin whether a report could be published in The West Polmear Post. Cllrs Hallows and Nicklin will discuss and report back to the next parish council meeting. Cllr Leach said that the results of the residents' survey have been refined and are now on the NDP website.

The group has obtained OCSI Local Insight Data which is a combined report for Carlyon and St Austell Bay parishes and the group is going to ask for the information to be dis-aggregated. The group is also pursuing Cornwall Rural Community Charity who can provide data.

Cllr Leach reported that the business questionnaire has been trialled and will be sent out shortly. The cost would be £200 maximum to include return pre-paid envelopes. The group is keen to ensure that all businesses in the parish get captured.

The group is working on a Landscape Value Assessment and there is likely to be a series of consultation events in early April.

Progress has been made on looking at the archive material and Cllr Leach thanked those responsible for collecting the artefacts over the years. Additionally some interesting material on Duporth has been unearthed.

### **(18/155) Cornwall Councillor's Report**

In his absence, the Clerk read out Cllr French's report.

First may I apologise for not being at your meeting tonight.

You may recall that in mid-November there was a meeting between members of both the Regatta Committee and the parish council along with Jon Mitchell from Cornwall Council and myself.

The aim was to hear what the Regatta Committee would like to see in any new management agreement for the Regatta Field. At the end of the meeting it was agreed that the Regatta Committee would come back by the end of January with their committee's view.

In a telephone call I had last week with Terry Butler who is the Regatta Committee's Chairman, he confirmed they would be ready for the next meeting before the end of January and he went on to suggest they would prefer a meeting with the parish council prior to a meeting with Cornwall Council.

I know one subject they would like to discuss will be the low level of maintenance of the Regatta Field by Cornwall Council. One option could be for all or some of this function to be devolved to either the parish council or the Regatta Committee, alternatively leave the current very basic level of maintenance with Cornwall Council while additional supplementary work could be carried out by a partnership between the parish council and the Regatta Committee.

I believe Cornwall Council could be flexible but would not increase their financial contribution.

### **(18/156) Strategic Planning Overview for Development in Charlestown**

Mr Barlow explained that he would like the parish council to submit a pre-application enquiry to seek advice on the former Lovering Clay Dry, the Shipwreck and Heritage Centre and the Grade II\* Listed harbour, to better understand their collective significance. Mr Barlow has already written to Louise Wood, Cornwall Council's Service Director for Planning and Sustainable Development, about the lack of a Strategic Planning Overview for Development in Charlestown. Mr Barlow explained that he would offer his professional services to assist in the preparation and submission of a pre-application enquiry free of charge.

It was **RESOLVED** that the parish council would submit a pre-application enquiry to Cornwall Councils planning department and would provide a net budget of up to **£1,000** for the required cost of this enquiry. The pre-application enquiry will seek advice focused on the group of sites comprising the former Lovering Clay Dry, the

**Shipwreck and Heritage Centre/Lovedays Restaurant and the Grade II\* Listed Charlestown harbour; to better understand and take account of their collective significance.**

**The parish council acknowledges and is grateful for the offer of Mr Barlow's professional services to assist the council in the preparation and submission of this pre-application enquiry and agrees to instruct him. His services will be provided free of charge for the benefit of the community and the parish council.**

#### **(18/157) Cornwall Council Community Governance Review**

Members considered whether there was any merit in the parish council's boundary being altered to include Chandlers Walk, Penrice Park and Penrice Academy/Polmear Road. No decision was made but it was **RESOLVED to request a Community Governance Review to look at parish boundaries.**

#### **(18/158) Grant Policy**

Subject to the following amendments it was **RESOLVED to adopt the draft Grant Policy**  
Remove "evidence that funding has been sought from other sources and the level of match funding available";  
remove "individuals or appeals supporting an individual" and "animal welfare" from the category of funding that would not be granted;  
add "generally the minimum grant awarded will be £25 and the maximum £250".

#### **(18/159) Tree Warden**

Cllr Reynolds reported that since the last parish council meeting, the Clerk has updated the council's website to give further information about the role of the Tree Warden. Cllr Reynolds has written an article for the West Polmear Post. Accompanied by various parish councillors, Cllr Reynolds has walked around the woods in Duporth and been shown all the wooded areas in Charlestown. Cllr Reynolds thanked councillors for their time. Cllr Reynolds suggested that the copse of Beech trees between Lobbs Shop and Trenarren would benefit from the protection of a Tree Preservation Order and it was **RESOLVED that the parish council would apply for a TPO.**

Cllr Reynolds said that there are a number of areas in and around Charlestown that have been neglected and the community should consider whether the parish council ought to approach landowners to see if any of the areas could be brought back into use as community orchards, wildlife conservation areas etc. She asked residents to get involved in the Neighbourhood Development Plan and the upcoming Landscape Value Assessment in order that the community could shape its green spaces.

Cllr Reynolds was thanked for her efforts.

#### **(18/160) Pavement Weed Spraying**

It was **RESOLVED to accept a quote from Complete Weed Control to undertake 2 treatments this year.**

#### **(18/161) Highways Matters**

It was noted that there is no crossroads sign at Lobbs Shop and the Clerk was asked to request one. The Clerk was asked to report that the cobblestones outside the car park entrance are getting loose. It was noted that contractors for Wainhomes have made a really good job of cutting back hedges and scraping pavements adjacent to their land and the Clerk was asked to write and thank them.

## **(18/162) Financial Matters**

(i) Current balances were noted and the following payments authorised

DD	Pennon Water Services	Toilets	£141.50
DD	SWW	Hall	£18.50
DD	BT	Telephone and broadband	£96.70
DD	E-On	Electricity for hall	£315.31
DD	Fintec	Quarterly photocopier lease	£196.91
DD	Cornwall Council	Business Rates (toilets)	£74.00
BACS	Dowling Dodd	Valuation report and roof survey	£1,440.00
BACS	NCI	Grant towards new CCTV	£200.00
BACS	Cornwall Hospice Care	Grant towards expansion of neighbourhood hubs	£500.00
BACS	ITEC	Monthly photocopy charges	£43.40
BACS	M A Grigg	Concrete slab for litter bin	£4.61
BACS	Cornwall Signs	CCTV signs for toilets	£33.60
BACS	Cornwall ALC	GDPR training for councillors	£218.59
BACS	Mrs J Larter	Expenses	£92.21
BACS	Employees, Cornwall Pension Fund	Salaries and oncosts	£1,797.53

(ii) It was **RESOLVED** to vire **£1,275** from the contingency fund to cover the overspent election budget.

## **(18/163) Meetings/Training Attended**

17 January – The Chairman, , Cllr Steve Morris, Cllr Sue Leach and Cllr Trudy Reynolds attended a site meeting at Kennard.

## **(18/164) Correspondence**

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

- Letter from Police and Crime Commissioner regarding her precept survey
- letter about a community arts project – Brief for Bells

## **(18/165) Dates for the Diary**

18 January – 9.00am Extraordinary Parish Council meeting

16 February – CALC AGM – The Chairman, Cllr Sue Leach and Cllr Sue Osbrink to attend

## **(18/166) Dates of Future Meetings**

21 February, 28 March, 18 April, 16 May, 20 June, 18 July, 22 August, 19 September, 17 October, 21 November, 19 December 2019

The meeting closed at 7.45 pm

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Chairman

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Date