

Briefing for Candidates

Thank you for your interest in the role of Parish Clerk and Responsible Financial Officer to St Austell Bay Parish Council. As an introduction to the parish and to the role of Parish Clerk, we hope you will find this brief summary useful and of interest.

Further information on the Parish Council including Council documents can be found on our website www.staustellbay-pc.gov.uk .

Parish Profile

The parish, although sitting on the outskirts of St Austell, is largely rural and overlooks St Austell Bay. It is 2 miles south of St Austell town centre and includes the villages of Charlestown, Duporth, Porthpean and Trenarren. The South West Coast Path runs along the full length of the parish. There are 3 beaches, Charlestown and Duporth which are privately owned but have public access and Porthpean, which has a full range of facilities.

The parish has grown rapidly in the last 15 years with over 500 new homes having been built and one of the main focuses of the council is to ensure any further development is small scale in order to retain the current rural feel and maintain a separation from St Austell town. The parish has 814 households.

St Austell Bay Parish Council

The parish council was formed in 2009 when Cornwall became a unitary authority. There are 3 wards in the parish, Charlestown, Duporth and Porthpean and Trenarren, and these wards are represented by 9 councillors. The council meets on the third Thursday of the month in The Pattern Hall, Charlestown. The council has 2 committees – Staffing and Regatta which meet on an “as and when” basis. The council’s main income is derived from the precept which for 2025/26 is £64,289. The council employs 4 staff, all part time: Parish Clerk/Responsible Financial officer, caretaker/handyman and 2 cleaners.

Services

The parish council currently provides the following services:

- Public toilets
- Community hall
- Maintenance of some verges
- Maintenance of the South West Coast Path and various inland Public Rights of Way

In addition, it will be taking over the management of the Regatta Playing field later this year.

St Austell Bay Parish council positively encourages continued professional development and offers support and assistance where appropriate.