

Dear Councillor

You are summoned to attend a **Meeting of St Austell Bay Parish Council** to be held on **Thursday 18 April 2024 at 6.00 pm** in **The Pattern Hall, Charlestown Road.**

Julie Larter

Julie Larter
Clerk

11 April 2024

07873 383400
enquiries@staustellbay-pc.gov.uk

Please note that under the Openness of Local Government Bodies Regulations 2014 this meeting may be recorded

AGENDA

- 1. Apologies for Absence**
- 2. Minutes of a meeting of the Parish Council held on 21 March 2024**
To resolve that the minutes of the above meeting be signed as a correct record of the meeting. *Pages 4-7*
- 3. Matters to note**
To receive a verbal update from the clerk on matters progressed since the last ordinary meeting
- 4. Declarations of Interest**
 - (a) Pecuniary Interests
Declare those interests which have been declared on your Register of Financial Interests relevant to the agenda of the meeting. Whenever the item is being discussed, including public participation, you must leave the room and not take part in the discussion or decision.
 - (b) Non-registerable Interests
You must declare Non-registerable Interests at the start of the meeting or whenever the interest becomes apparent. Then when the matter is being discussed, even during public participation, you must leave the room and not take part in the discussion or decision.
 - (c) Dispensations
To consider any requests for dispensations relating to items on the agenda

(d) Gifts and Hospitality
To declare any gifts or hospitality

Please call the Clerk before the meeting if you have any queries about these matters.

5. Chairman's Announcements

To allow the Chairman to make any announcements.

6. Cornwall Councillor's Report

To receive a report from Cllr James Mustoe, CC

7. Public Participation

The Chairman will invite Members of the public to address the meeting.

15 minutes will be allocated for public participation (this can be extended at the Chairman's discretion). Each person addressing the Council will be allocated a maximum of two minutes.

8. Planning Applications and Related Matters

(a) To consider responding to the following planning application and any planning applications received after publication of this agenda

(i) PA24/01509 – Land known as The Orchard (adjacent to Lovering Clay Dry), Quay Road: Erection of a new dwellinghouse

(ii) PA24/02296 – The Courtyard, Manor Farm Road: Works to trees covered by a TPO – T19 Ash, fell to ground level and replant with Sessile Oak. T5 Ash, fell to ground level and replant with Sessile Oak, T6 Ash, fell to ground level, replant with Sessile Oak. T22 Sweet Chestnut, crown lift over bat house to clear by 3m

(b) To receive an update (if available) on the following planning applications

(i) PA23/07802 – Ocean House, Porthpean: Proposed change of use of garden to allow for the siting of temporary two holiday accommodation units

(ii) PA22/09849 – Former Lovering Clay Dry: Proposed demolition and redevelopment of Clay Dry to provide 15 dwellings and associated works without compliance with condition 2 of decision notice PA19/07235 dated 08/06/2020

9. 80th Anniversary of D-Day

To make arrangements and authorise expenditure

10. Social Media

(i) To consider updating the parish council's website

(ii) To review the council's Facebook page

11. Footpaths

To receive an update on the progress of the walks booklet and authorise any expenditure

12. Highways Matters

- (i) To receive a report on the outcome of a meeting held virtually with Cllr Richard Williams-Pears and Zoe Hall regarding a residents parking scheme for Duporth Road*
- (ii) To note any Highways concerns*

13. Financial Matters

To note current position and authorise payments

Appendix (i)

14. Meetings/Training Attended

To receive an update from meetings or training recently attended by members or the Clerk

15. Correspondence

To note correspondence received since the last meeting

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16. Dates for the Diary

To note any forthcoming dates for members' diaries

17. Dates of future Parish Council Meetings

16 May, 20 June, 18 July, 5 September, 17 October, 21 November, 19 December 2024. The Annual Parish Meeting will be held on 16 May.

MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 21 MARCH 2024 at 6.00pm in The Pattern Hall, Charlestown

Present: Cllrs Bill Leach, Sue Leach, Nick Foster, Chrissie Wright, Jackie Bull, Trudy Reynolds, Sandie Bailey

In attendance: Cornwall Councillor James Mustoe (part of meeting), Julie Larter (Clerk), 19 members of the public

(23/163) Apologies for Absence

Apologies were received from Cllrs Sanders and Whitehouse.

(23/164) Minutes of a Meeting the Parish Council held on 15 February 2024

It was **RESOLVED** that the minutes of 15 February should be signed as an accurate record of the meeting.

(23/165) Matters to Note

The Clerk reported that she has received a request for a memorial bench. The Clerk and Cllr Reynolds identified a suitable position at Carrickowel Point. The bench will be paid for by the member of the public but will be added to the parish council's Asset Register for insurance purposes.

(23/166) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(23/167) Chairman's Announcements

The Chairman thanked Cllrs Sue Leach and Trudy Reynolds for speaking at the Planning Committee meeting on 11 March when PA23/06613 was refused. The Chairman also thanked Cllr Mustoe for calling it in.

The Chairman commented that the SWCP is currently very muddy all over the county but Cormac has no money for any work at the current time.

The Chairman re-ordered the agenda, pending the arrival of Cllr Mustoe.

(23/168) Public Participation

The applicant for agenda item 8 (a) (ii) outlined his planning application (PA24/00316).

A number of members of the public wished to speak on agenda item 8 (a) (i) (PA24/01509) and the Chairman invited them to do so when that item was due for discussion.

A member of the public wished to speak on agenda item 12(i) and she was invited to do so at the corresponding time.

(23/169) Planning Applications and Related Matters

(i) PA24/01509 – Land known as The Orchard Adjacent to the Lovering Clay Dry: Erection of a new dwellinghouse

A number of residents expressed their concern over the application, and were disappointed that Cornwall Council had not consulted them. One of the applicants explained that the previous day he had invited residents to view the plans. The agent for the application explained the rationale behind the application and clarified that the building is split level, but would not be more than 2 storeys high at any point. He said that there would be no overlooking and the proposed materials are designed to match in with the adjoining Nest development. He went on to say that in his opinion the views of the Conservation Officer could be largely ignored and the planning officer had implied that this was the case. In answer to questions from councillors, the agent accused councillors of not having read the application properly or not understanding it. The Chairman was unhappy with these comments and sought an apology which was eventually given.

Councillors were unhappy with the design of the building, feeling it was too large and out of keeping. They had earlier noted the comments of the Conservation Officer and did not agree with the agent that they could be disregarded. Councillors wished to see visualisations from various points in the village and the matter was deferred until next month.

(ii) PA24/00316 – Studio Annexe, 91 Charlestown Road: Change of use from residential annexe to independent living

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 change of use.**

(iii) PA24/01372 – 103 Charlestown Road: Listed Building Consent for building restoration work.

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

(b) An update was given on the following planning applications

(i) PA23/07802 – Ocean House, Porthpean: Proposed change of use of garden to allow for the siting of temporary two holiday accommodation units
No update was available.

(ii) PA22/09849 – Former Lovering Clay Dry: Proposed demolition and redevelopment of Clay Dry to provide 15 dwellings and associated works without compliance with condition 2 of decision notice PA19/07235 dated 08/06/2020

No update was available. A member of the public expressed his concern that one of the developer's companies had been declared bankrupt and the possible implications for the site. The Clerk was asked to contact the planning officer.

(iii) PA23/06613 – Land East of Lobbs Shop: Retention, alteration and extension of existing timber shed to provide chicken coop.

This application has been refused.

(23/170) Cornwall Councillor's Report

Cllr Mustoe's report can be found on the parish council's website.

Cllr Foster asked Cllr Mustoe for an update on the adoption of roads on the Duporth estate and Cllr Mustoe replied that the main routes should be adopted soon.

(23/171) Legionella Testing

It was **RESOLVED to make the following appointments:**

Statutory Duty Holder – Julie Larter

Nominated Responsible Person – Keith Carter

Supervisory Duty – Cllrs Sue Leach and Matt Sanders

(23/172) Footpaths

Cllr Reynolds and the Clerk met with James Clapp, Countryside Officer on 22 February to identify missing signage around Trenarren. He has agreed that Cormac can provide signage if the parish council installs the signs. It was **RESOLVED to fund the installation of these signs.**

(23/173) Highways

(i) Proposed Duporth Road Residents Parking Scheme

There has been no response from Cllr Williams-Pears regarding a site meeting to discuss the issue. Cllr Bull informed the meeting that a resident from Duporth Road will be writing to Cllr Williams-Pears requesting a meeting with him to understand what the reluctance on the part of the council is.

(i) Other Highways Concerns

There were no highway concerns.

(23/174) Financial Matters

(i) Grant Funding Request

It was **RESOLVED to make a grant of £250 to Cornwall Croquet Club towards the cost of securing the Club's land on the proviso that the money is returned to the parish council should the purchase not proceed.**

(ii) Asset Register

The Council's Asset Register was reviewed and found to be in order.

(iii) Insurance

Councillors reviewed the renewal documentation and it was **RESOLVED that it considers current levels of insurance to be adequate and the policy was renewed.**

(iv) The current financial position was noted and the following payments authorised

DD	EE	Mobile phone monthly charge	£	18.00
DD	BT	Telephone and internet	£	61.21
DD	Lloyds Bank	Credit card	£	36.54
DD	SSE	Electricity for hall (quarterly charge)	£	772.07
DD	SSE	Electricity for public toilets (quarterly charge)	£	195.58
DD	Pennon Water Services	Water for public toilets (monthly charge)	£	150.00
BACS	Clarity	Legionella Risk Assessment/training	£	1,140.00
BACS	Vision ICT	SSL Certificate	£	150.00
BACS	Cornwall ALC	Planning training (Cllr Sanders)	£	24.00
BACS	APS Construction	Repairs to public toilets	£	211.96
BACS	Lyreco	Toilet rolls and envelopes	£	179.08
BACS	ITEC	Monthly photocopy charge	£	17.76
BACS	Unity Trust Bank	Quarterly bank charge	£	£18.00

23/175) Meetings/Training Attended

22 February – Cllr Reynolds and the Clerk walked paths in Trenarren with James Clapp to identify missing signage

26 February – Clerk attended a meeting of Clerks to smaller councils

27 February – Cllr Sanders attended Code of Conduct training

28 February – Cllrs Foster, Reynolds and Whitehouse attended local planning training on preparing the new Cornwall Local Plan

29 February – The Chairman, Cllrs Leach, Reynolds and Foster attended a meeting at Porthpean Outdoors

11 March – Cllr Sue Leach represented the parish council at the Central Sub Area Planning Committee meeting regarding the Lobbs Shop planning application

13 March – Clerk attended training on Artificial Intelligence for local councils

18 March – Cllr Reynolds and the Clerk met with a member of the public to agree a location for a memorial bench at Carrickowel.

(23/176) Correspondence

A list of correspondence had been previously circulated and in addition the following had been received:

- Complaint about a large carrier bag of dog waste which had been placed at the end of Mill Lane. The Clerk has removed the offending article and the matter will be discussed at next month's meeting
- Community Area Partnership meeting notes
- Details of CALC training
- Devon and Cornwall Police Spring newsletter
- Invitation to attend Air Cadets open evening on 17 April

(23/177) Dates for the Diary

24 April – Community Area Partnership meeting – Cllr Bull to attend.

(23/178) Dates of future Parish Council Meetings

18 April, 16 May, 20 June, 18 July, 5 September, 17 October, 21 November, 19 December 2024. The Annual Parish Meeting will be held on 18 April.

The meeting closed at 7.15pm

Correspondence Received

The following correspondence has been received since the last meeting

- NHS Cornwall – Cornwall Together newsletter
- Notification that the location for Beryl Bikes in Charlestown has been moved
- Cornwall Council’s Town and Parish Newsletter
- Letter from Cubert Parish Council informing of Cornwall Council’s Cabinet’s intention to devolve its public beaches and open spaces to town and parish councils
- CALC Training bulletin
- Email from Cornwall Council seeking a Bathing Water Champion for Duporth Beach
- Thank you note from Cornwall Croquet Club