

Dear Councillor

You are summoned to attend a **Meeting of St Austell Bay Parish Council** to be held on **Thursday 17 October 2024** at **6.00 pm** in **The Pattern Hall, Charlestown Road.**

Julie Larter

Julie Larter
Clerk
10 October 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 5 September 2024**
To resolve that the minutes of the above meeting be signed as a correct record of the meeting.
- 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.

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(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' Report

To receive a report from Cllr James Mustoe

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 a response to the following planning application any planning applications received after publication of this agenda:

PA24/07056 – 8 Duporth Bay: Proposed demolition of side extension, construction of new extension, balcony, garage room and internal alterations plus associated works

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

(i) PA24/05119/05120(LBC) – 10 Quay Road: Construction of a small cabin in a remote area of the garden at Marine Villa

*(ii) PA24/02382 – 5 Pavilion Walk, Duporth: To remove/vary section 106 legal agreement
This application has been withdrawn*

9. VE Day Commemoration

To receive an update and authorise any expenditure

10. Porthpean Interpretation Board

To approve or comment on an initial draft

Appendix (i)

11. Regatta Playing Field

To receive an update

12. Highways Matters

(i) Duporth Road Residents Parking Proposal

To receive an update

(ii) To note any concerns

13. Financial Matters

(i) To consider an application from the Cornish Barbarians for grant funding

Appendix (ii)

(ii) To appoint an Internal Auditor

(iii) To note the current financial position and authorise payments

Appendix (iii)

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

17 October, 21 November, 19 December 2024; 16 January, 20 February, 20 March, 17 April, 15 May 2025

MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 5 SEPTEMBER 2024 at 6.00pm in The Pattern Hall, Charlestown

Present: Cllrs Sue Leach, Jackie Bull, Richard Whitehouse, Sandie Bailey, Matt Sanders, Chrissie Wright

In attendance: Cornwall Councillor James Mustoe, Julie Larter (Clerk), Angela Warwick (Situ8) and Alex Smit (both for planning application PA24/04060), 12 members of the public.

In the absence of Cllr Bill Leach, Cllr Jackie Bull took the Chair.

(24/055) Apologies for Absence

Apologies were received from Cllrs Bill Leach, Nick Foster and Trudy Reynolds.

(24/056) Minutes of a meeting the Parish Council held on 18 July 2024

It was **RESOLVED** that the minutes of the meeting of the Parish Council held on 18 July 2024 should be signed as an accurate record of the meeting.

(24/057) Matters to Note

The Clerk reported that work on the Porthpean Interpretation board is progressing and hopefully there will be a proof to bring to the next meeting. The new litter bin for Mill Lane as approved in July was installed using metal rods set in concrete but someone managed to pull it over. It has now been repositioned and fixed to the fence and we are monitoring the situation. This is the third bin to be put on the lane but someone seems to have a vendetta against having one there. It is being well used so it is servicing a need.

Kathy Still's book "Lost Voices from a Cornish Village" has now been published and she thanks the parish council for its support. The Clerk is purchasing a copy for the parish council library.

(24/058) Declarations of Interest on Items on the Agenda

Cllr Sanders declared an interest in planning application PA24/08586 as he is the Chairman of Duporth CIC.

(24/059) Chairman's Announcements

The Chairman had no announcements to make.

(24/060) Cornwall Councillors Report

Amongst other things Cllr Mustoe reported that work on the new elective surgery hub at St Austell Hospital is nearing completion and will be open in October. Cllr Mustoe has asked for the pavement to be extended along Porthpean Road and a pedestrian crossing installed. In addition he has asked for the national speed limit sign to be moved to the other side of the Porthpean Road turning, to improve safety for the increased numbers of patients that will be using the hospital. Cllr Mustoe's full report is on the parish council's website.

(24/061) Public Participation

No member of the public wished to speak on any matter other than planning, and the Chairman invited them to do so at that point on the agenda.

(24/062) Planning Applications and Related Matters

(i) PA24/04060 – Watering Lane Nursery, Lobbs Shop: Erection of two research and development/industrial buildings

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

(ii) PA24/05119/05120(LBC) – 10 Quay Road: Construction of a small cabin in a remote area of the garden at Marine Villa

It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) stating that based on the comments of the WHS Planning Officer and HE (Planning), the parish council objects to the proposal.**

CLlr Sanders left the room.

(iii) PA24/05856 – Open Space, Pagoda Drive: Works to trees subject to a TPO namely: T3 – Sycamore- reduce height of crown back to point of retrenchment (c10m to leave 8m in height)

T8 – Remove the lowest limb over the wall and reduce the upper crown back by 3m in line with the wall to leave a 4m radial crown spread

T11 – Beech – Dead snag, fell

It was **RESOLVED that the Clerk should respond to the Planning Authority stating that the parish council has no objections.**

CLlr Sanders returned to the meeting.

(iv) PA24/06010 – Porthpean Outdoor Education Centre: alteration to vehicular access consisting of the creation of hard surfaced areas for drop-off and collection of Centre users and visitors. Repositioning of entrance gates. Construction of fences, provision of hard and soft landscaping. Part retrospective

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

(v) PA24/03523 – 9 Charlestown Road: Upgrade and refurbishment of existing studio to form ancillary accommodation to main house

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

(vi) PA24/06703 – 42 Duporth Road: Works to trees within a Conservation Area – T1 Sycamore – Crown reduce lower crown by 2.5m leaving no cuts bigger than 100mm.

T2 Ash – height reducing left hand stem by approx. 50% and remove all lower branches. T3 Ash – fell

This application was for notification only.

(b) It was **RESOLVED to ratify the following responses to planning applications made under the system of delegation during August:**

(i) PA24/04732 – Land north of 18-21 Quay Road: Erection of a new dwelling (resubmission of PA24/01509)

This land was previously used as a storage area for the adjoining development and it is unlikely to be reasonable or practical to reinstate the land to its former condition. The plot is within the Development Boundary and the amended design is smaller and

more in keeping with the vernacular of Charlestown, therefore the parish council has no objections to the proposal.

(ii) PA24/09903 – 20 Quay Road: Proposed demolition of existing workshop redeveloped into a garden room with office/studio above
*The parish council acknowledges that the current garden structure needs replacing, but a single storey building would be more appropriate. Indeed it was inferred at a site meeting attended by parish councillors that the amended design would be sunk into the ground to make the replacement building less obtrusive. Therefore the parish council objects to the current proposal.
The application was subsequently refused.*

(iii) PA24/04786 – Land East of Trevean, Porthpean Beach Road: Reserved Matters application for access, appearance, landscaping, layout and scale following outline approval PA21/11667 dated 19/07/2022 for the construction of a single dwelling
The parish council has no objections to the proposal

(iv) PA24/05351 - 181 Charlestown Road: Works to trees subject to a TPO – Large leaved Lime – remove 3 limbs, fell 2 x poor quality Holly trees and remove 1 limb growing from neighbours Poplar tree
Subject to the Tree Officer being content, the parish council has no objections to the proposed tree works

(c) An update was given on the following planning applications:

(i) PA24/02382 – 5 Pavilion Walk, Duporth: To remove/vary section 106 legal agreement
No update was available.

(ii) PA23/07802 – Ocean House, Porthpean: Proposed change of use of garden to allow for the siting of temporary accommodation units
This application has been approved.

(iii) 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
This application has been approved.

(iv) PA22/02532 – Development of 4 dwellings with associated road, garage/carport and parking: Land North East to Recreation ground, Church Road and PA22/02533 – Construction of 2 detached houses with associated drives and parking: Land to East of Charlestown Road
These applications were refused by the Central Sub-Area Planning Committee on 29 July.

A member of the public wished to speak regarding his disappointment with the parish council's comments on PA24/09903 and PA24/04732. The Chairman permitted him to speak and on listening to his comments stated that the meeting was not the forum for this and said that it would be more appropriate to have a separate meeting.

(24/063) Standing Orders

The Parish Council's Standing Orders were reviewed.

(24/064) Charlestown Regatta Playing Field

The Clerk reported that last month the PC accepted that the s106 money could be used for improvements to the field, but it was uncertain whether accessing this money

was dependent upon the parish council taking on the lease of the field. The Clerk sought clarification from Cornwall Council regarding this and were told that the s106 was to improve the usability of the field and resilience of the site to accommodate periodic surface flooding, rather than ascertain and resolve the flooding issue as they are prioritising health and safety issues. Sarah Scoltock is going to find out what is likely happen to the s106 money if the parish council walks away from the responsibility for the field. The matter was deferred until next month's meeting pending a response.

(24/065) Highways Matters

(i) Residents Parking scheme for Duporth Road

Cllr Bull has spoken to one of the Duporth Road residents who is going to speak to her neighbours to find out if a time controlled parking arrangement could work for them. A traffic working party meeting has been arranged on 16 October to meet with residents to hear their views.

(ii) Highways Concerns

There were no highway concerns to report.

(24/066) Financial Matters

(i) It was noted that the Annual Audit has now been completed and no issues were identified.

(ii) It was note that Cllr Wright conducted an internal control check on 29 July.

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

August

DD	EE	Mobile phone monthly charge	£19.42
SO	JB Kneale	Quarterly lease	£212.50
DD	BT	Telephone and internet	£82.88
DD	SSE	Electricity for public toilets April-July	£245.22
DD	SSE	Electricity for The Pattern Hall April-July	£1,253.89
DD	Pennon Water	Monthly charge for public toilets	£150.00
DD	SWW	Quarterly charge for The Pattern Hall	£92.70
DD	Lloyds Bank	Credit card	£6.25
	Information		
DD	Commissioner	Data Protection registration renewal	£35.00
BACS	Glasdon	Litter bin for Mill Lane	£257.45
BACS	Cornwall ALC	Councillor training	£52.80
BACS	Biffa	Monthly collection The Pattern Hall	£26.38
BACS	Biffa	Annual contract for Trenarren bin	£312.00
		Annual fire extinguisher service The Pattern Hall	
BACS	Argos Fire Protection		£163.26
BACS	Fowey Systems	Annual fire alarm and intruder alarm service	£305.40
BACS	T Clarke SW	Servicing CCTV outside public toilets	£108.00
BACS	BDO LLP	Annual audit fee	£378.00
BACS	Lou Jones	Replacement QR panel	£59.47
BACS	Duchy Defibrillators	Annual monitoring – Duporth	£228.00
BACS	Vision ICT	Addition of a new page on website	£42.00
BACS	SLCC	Clerk's attendance at national conference	£682.00
BACS	Staff/HMRC/CPF	Salaries and oncosts	£3,426.74

September

DD	EE	Mobile phone monthly charge	£19.42
DD	BT	Telephone and internet	£98.71
DD	Swift Catering Supplies	Toilet rolls for public toilets	£203.88
DD	Pennon Water	Monthly charge for public toilets	£150.00
DD	Lloyds Bank	Credit card	£253.38
BACS	Lyreco	Stationery	£47.40
BACS	Biffa	Monthly waste collection The Pattern Hall	£26.38
BACS	Staff/HMRC/CPF	Salaries and oncosts	£2,819.17

(24/067) Meetings/Training Attended

- 25 July Cllrs Wright, Whitehouse, Bailey, Bull, Bill and Sue Leach and the clerk judged the Regatta carnival
- 29 August Cllrs Bill and Sue Leach, Chrissie Wright, Matt Sanders, Nick Foster, Sandie Bailey and the Clerk attended a site meeting at Porthpean Outdoor Centre

(24/068) Correspondence

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

- Invitation to attend Cornwall Council's briefing on A framework for Leisure

(24/069) Dates for the Diary

- 16 October – Traffic Working party

(24/070) Dates of future Parish Council Meetings

17 October, 21 November, 19 December 2024.

The meeting closed at 6.47 pm

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Chairman

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Date

Agenda Item 13

Correspondence Received

The following correspondence has been received since the last meeting

- CALC Training Dates
- Invitation to attend Cornwall Flood Forum's Annual Meeting
- Invitation to attend the annual Poppy Day Parade in St Austell
- Cornwall Council's Town and Country newsletter
- Invitation to attend a briefing on Cornwall Council's budget
- Invitation to attend a meeting for an update on planning policy