

Dear Councillor

You are summoned to attend a **Meeting of St Austell Bay Parish Council** to be held on **Thursday 20 February 2025** at **6.00 pm** in **The Pattern Hall, Charlestown Road.**

Julie Larter

Julie Larter
Clerk
13 February 2025

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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 16 January 2025**
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 and any planning applications received after publication of this agenda:

(i) PA25/00595 – 6 Ridgewood Close: Works to trees subject to a Tree Preservation Order, works include sycamore x 1 – reduce back, 5m reduction approximately 5m from stem to suitable growth point. Sycamore x 2 – reduce back, 5m reduction to approximately 5m from stem to suitable growth point

(ii) PA25/00671 – Duporth Lodge, The Drive, Duporth: Works to trees subject to a Tree Preservation Order. Works include reduction of 4 lowest second order limbs over drive by 1.5m to leave 2m in length (T2-Holly), trimming and pruning of drive-side back by 0.5m and removal of 2 lowest branches on drive side (T2-Yew) and crown thinning by 10% (T7 – Holly)

(iii) PA25/00929 – 4 Duporth Bay: Building refurbishment to provide enlarged kitchen/dining extension including ancillary space

(b) To note the current position of the following planning applications

(i) PA24/09758 – Polmear, Charlestown: Hedgerow (planted over 30 years ago) removal application for creation of new crossway for livestock

(ii) PA24/05119/05120(LBC) – 10 Quay Road: Construction of a small cabin in a remote area of the garden at Marine Villa (amended plans)
This application has been refused

9. Cornwall Council's Call for Sites Consultation

To consider a response to the consultation

10. Duporth Tree Works

To note works to trees along Manor Farm Road

- 11. Regatta Playing Field**
To receive an update following a meeting held on 30 January between Cornwall Council and the Chairman and Clerk
- 12. History Working Party**
To note a report from Cllr Reynolds following a meeting held on 24 January
- 13. Highways Matters**
*(i) Duporth Road Residents Parking Proposal
To receive an update, agree expenditure and determine next steps
(ii) To note any concerns*
- 14. Financial Matters**
*(i) To review the parish council's Risk Management Policy Statement, Risk Management Strategy and Risk Assessment Appendix (i)
(ii) To review the parish council's Asset Register Appendix (ii)
(iii) To consider insurance renewal quotes To follow
(iv) To note the current financial position and authorise payments Appendix (iii)*
- 15. Meetings/Training Attended**
To receive an update from meetings or training recently attended by members or the Clerk
- 16. Correspondence**
To note correspondence received since the last meeting P9
- 17. Dates for the Diary**
To note any forthcoming dates for members' diaries
- 18. Dates of future Parish Council Meetings**
20 March, 17 April, 15 May, 19 June, 17 July, 11 September, 16 October, 20 November, 18 December 2025

MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 16 JANUARY 2025 at 6.00pm in The Pattern Hall, Charlestown

Present: Cllrs Bill Leach, Sue Leach, Jackie Bull, Trudy Reynolds, Chrissie Wright, Matt Sanders.

In attendance: Cornwall Councillor James Mustoe (for part of the meeting), Julie Larter (Clerk), there were no members of the public present.

(24/126) Apologies for Absence

Apologies were received from Cllrs Nick Foster, Sandie Bailey and Richard Whitehouse.

(24/127) Minutes of a meeting the Parish Council held on 19 December 2024
It was **RESOLVED** that the minutes of the meeting of the Parish Council held on 19 December 2024 should be signed as an accurate record of the meeting.

(24/128) Matters to Note

The Clerk had nothing to report.

(24/129) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(24/130) Chairman's Announcements

The Chairman had no announcements to make.

(24/131) Cornwall Councillors Report

Cllr Mustoe was pleased to report that Cornwall Council has now adopted the roads and infrastructure in the new Duporth estate. Cllr Mustoe's full report can be found on the parish council's website.

(24/132) Public Participation

There were no members of the public present.

(24/133) Planning Applications and Related Matters

(a)

(i) PA24/09758 – Polmear, Charlestown: Hedgerow (planted over 30 years ago) removal application for creation of new crossway for livestock

It was **RESOLVED** that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the Parish Council objects to this application as it contravenes Policy NE2 of the St Austell Bay Neighbourhood plan. Furthermore the parish council feels that there is a lack of information contained within this application.

The following applications received were for notification only

(ii) PA25/00041 – 9 Church Road: Works to trees in a Conservation Area – T1 Sycamore – reduce height from 14m to 12m and radial crown spread from 4m to 3m. T2 Sycamore – reduce height from 14m to 12m and radial crown spread from 3m to 2m. T3 Sycamore – reduce height from 12m to 10m and radial crown spread from 3m to 2m

(iii) PA25/00042 – Bay Cottage, 10 Church Road: Works to trees in a Conservation Area – T4 Sycamore – reduce height from 16m to 12m and radial crown spread from 5m to 3m. T5 Beech – reduce height from 17m to 15m and radial crown spread from 3.5 to 3m

(iv) PA25/00043 – 14 Church Road: Works to trees in a Conservation Area – T6 – Oak – remove 2 lowest branches over the garden and reduce the length of the limb above by 2m

(b) Update on outstanding planning application

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

The Clerk reported that the planning officer has made his report and he is recommending refusal of the application but the agent is currently in discussion with the Planning Group Leader about this.

(24/134) Former Shipwreck Treasure Museum Artifacts

The History Working Party will meet on 24th January and members of the working party will compile a narrative for the artifacts. The Clerk will then arrange to meet with Heligan's designer as previously mentioned. The council is still awaiting a valuation for the anchors. The clay carts should be delivered within the next month.

(24/135) Mill Lane Footpath

The Clerk reported that the footpath has deteriorated considerably since the last parish council meeting. Cormac has provided 2 quotes for work, the recommended one being the use of graded plainings at a cost of £5940.

It was **RESOLVED to accept the quote for the footpath to be repaired using plainings. The work can be undertaken during February half term and the footpath will be closed for a week.** The Clerk has received confirmation that there will be no future liability on the parish council to maintain the path.

(24/136) Porthpean Interpretation Board

The Clerk reported that the interpretation board is scheduled to be installed next Wednesday.

(24/137) Regatta Playing Field

The Chairman and Clerk are meeting with representatives from Cornwall Council on 30th January.

(24/138) Highways Matters

(i) Residents Parking scheme for Duporth Road

Following the last parish council meeting the Clerk wrote to Vicky Fraser, Cornwall Council's Service Director for Environment and Connectivity inviting her to a site meeting. Ms Fraser has replied stating that Cornwall Council cannot provide a residents parking scheme, but in order to address the safety issues, Cornwall Council

is considering signage to warn drivers of the presence of pedestrians in the road, rather than implementing the yellow lining previously agreed. Cllr Bull has written personally to Kate Kennally.

It was RESOLVED that the Clerk should write to Noah Law MP and invite him to a site meeting. Cllr Whitehouse is to write to the press outlining the issue.

Cllr Mustoe arrived.

(ii) Highways Concerns

Monitoring is continuing in Trenarren car park and there continues to be evidence of creep in the landslip. No action is required at the current time and there is no long-term plan for the future of the car park.

(24/139) Financial Matters

The current financial position was noted and the following payments authorised:

DD	EE	Mobile phone monthly charge	£	19.42
DD	BT	Internet	£	59.94
DD	Lloyds Bank	Credit card	£	69.74
DD	Pennon Water	Monthly charge for water (public toilets)	£	150.00
DD	Unity Trust Bank	Monthly bank charges	£	6.00
DD	Xerox Finance	Quarterly lease on printer	£	201.26
DD	Swift Catering Supplies	Toilet rolls and cleaner for public toilets	£	93.48
BACS	Vision ICT	SSL Certificate renewal & hosted email accounts	£	276.00
BACS	Biffa	Waste disposal	£	26.38
BACS	ITEC	Monthly photocopying charge	£	4.41
BACS	Duchy Defibrillators	Annual monitoring fee – Porthpean beach	£	246.00
BACS	Lou Jones Design	Final payment for Porthpean interpretation board	£	1,866.00
BACS	Mrs J Larter	Mileage	£	70.20
BACS	Salaries and oncosts	Salaries and oncosts	£	2,239.11

(24/140) Meetings/Training Attended

- 14 January – Clerk attended a briefing on the Clerk’s role in the forthcoming elections
- 15 January – Clerk attended a webinar on committee procedure

(24/141) Correspondence

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

- Cornwall Council’s Affordable Housing newsletter

(24/142) Dates for the Diary

- 21 January – CALC briefing on the Government’s consultation on standards and conduct
- 22 January – Mid Cornwall Community Area Partnership meeting (via Teams) Cllr Bill Leach to attend
- 24 January – History Working Party
- 29 January – Cornwall Council briefing on planning reform (Cllrs Sue Leach, Trudy Reynolds and Matt Sanders and the Clerk to attend)

(24/143) Dates of future Parish Council Meetings

20 February, 20 March, 17 April, 15 May 2025.

The meeting closed at 6.40 pm

DRAFT

Agenda Item 16

Correspondence Received

The following correspondence has been received since the last meeting

- Cornwall Council briefing note on the Cornwall Local Plan
- CALC response to the consultation on consultation on standards in public life
- Notification of planting of a new street tree on the Crinnis Road triangle
- Cornwall Council's Neighbourhood Planning newsletter
- Cornwall Council's Positive Planning newsletter
- Letter of thanks from Cornwall Air Ambulance for the grant awarded to them by the parish council
- Letter from Redruth Town Council regarding the allocation of second home council tax premium