

Dear Councillor

You are summoned to attend a **Meeting of St Austell Bay Parish Council** to be held on **Thursday 15th January 2026** at **6.00 pm** in **The Pattern Hall, Charlestown Road.**

Rachel Trudgeon
Clerk
05th January 2026

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 18th December 2025

To resolve that the minutes of the above meeting be signed as a correct record of the meeting.

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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' 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 applications any planning applications received after publication of this agenda:

(b) To ratify to the comments of the Parish Council due to time restraints given.

(i) PA25/09659 7 Charlestown Road Charlestown: Non material amendment in relation to decision notice PA25/04450 dated 08/10/2025: Correction of design and access statement comment.

9. CIL Funding - initial discussion on possible uses

10. Highways Matters

(i) Duporth Road Residents Parking Scheme – To receive a progress report.

(ii) Duporth Estate – To consider conducting a survey on the suitability of double yellow lines at various points in Two Coves/An Arvor

(iii) Higher Porthpean – To consider a request for a grit box.

11. Financial Matters

(i) To note the current financial position and authorise payments.

Appendix i

12. Meetings/Training attended

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

13. Correspondence

To note correspondence received since the last meeting

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14. Dates for the Diary

To note any forthcoming dates for members' diaries

15. Dates of future Parish Council Meetings

19th February 19th March 2026

MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 18th December at 6.00pm in The Pattern Hall, Charlestown

(Present: Cllrs Bill Leach, Sandie Bailey, Jackie Bull, Sue Leach and Chrissie Wright

In attendance: Cllr James Mustoe and Rachel Trudgeon (Clerk), there were no members of the public present.

(25/115) Apologies for Absence

Apologies were received from, Cllr Nick Foster, Cllr Richard Hallows, Cllr Richard Whitehouse and Cllr Lyndon Allen

(25/116) Minutes of a Meeting of the Parish Council held on 20th November 2025

(25/117) Matters to Note

The Clerk confirmed the installation of the replacement Information Board at Porthpean has now been completed.

The Clerk notified that the tender to appoint a contractor to undertake footpath cutting for the period 1st April 2026 to 31st March 2029 has now been advertised on our noticeboards.

The Clerk notified the parish council a deep clean of The Pattern Hall has been scheduled for the third weekend in January.

(25/118) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(25/119) Chairman's Announcements

The Chairman had no announcements to make.

(25/120) Cornwall Councillor's Report

Cllr Mustoe's report had been circulated

Cllr Mustoe reported Cornwall Council will launch the Community Infrastructure Levy (CIL) funding on the 16th January.2026.it is for the council to decide on the application.

Cllr Mustoe's full report is on the Parish Council's website.

It

(25/121) Public Participation

There were no members of the public present.

(25/122) Planning Applications and Related Matters

(i) PA25/08920 – 79 Charlestown Road Charlestown : Replacement of existing garage
It was **RESOLVED** that the Clerk should respond to the Planning Authority (Cornwall Council) stating the parish council have no objections subject to the Historic Environment Planning Officer's report

(25/123) Highways Matters

(i) Duport Road Residents Parking Scheme - This matter was deferred pending receipt of a report on the outcome of the public consultation from the Highways officer. It was **RESOLVED that Cllr Mustoe will follow up with Cormac.**

(ii) The proposal to conduct a survey on the suitability of double yellow lines at various points in Two Coves/An Arvor – This matter was deferred until the New year and will be added to the January agenda.

(25/124) Financial Matters

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

(i) December 2025 Payments Authorised

DD	EE	Mobile Phone Monthly Charge	15.60
DD	BT	Internet	65.04
DD	Lloyds Bank	Credit Card	3.00
DD	Pennon Water Services	Public Toilets	202.00
DD	South West Water	The Pattern Hall	161.23
DD	Unity Trust Bank	Monthly Ban Charges	6.00
DD	Ecotricity	Electricity	372.43
DD	Ecotricity	Electricity	54.20
DD	Swift	Cleaning supplies	40.01
DD	Firstport Ltd	Service Charge	0.50
BACS	Biffa	General Waste	30.34
BACS	Calc	Code of Conduct Training Cllr Wright	30.00
BACS	SLCC	Clerks training level1 Safeguarding	36.00
		Clerks Training Water	
BACS	SLCC	compliance/legionella	69.30
BACS	SLCC	Clerks Training GDPR E-Learning	36.00
BACS	CALC	Clerks Training – Finance November 2025	84.00
BACS	Cornwall Council	1 st May 2025 Parish Recharges	1638.18
BACS	ITEC	Monthly printing charges	23.08
BACS	Vision ITC	Email hosting/Certification Feb26-jan27	300.00
BACS	A&A Garden Services	Installing Information Board at Porthpean	50.00
BACS	Salaries and oncosts	Salaries and oncosts	2919.23

(ii) 2026/2027 Budget

A budget for 2026/27 was agreed and it was **RESOLVED to request a Precept of £65,259.68 from Cornwall Council. This equates to a 32p increase on the amount of council tax paid by band D properties.**

It was noted that the parish council are proud and pleased to be looking after the community assets.

(25/125) Meeting/Training attended

- 10th December Cllr Bill Leach, Cllr Jackie Bull, Cllr Sue Leach and the Clerk attended a meeting with Nicola Willcocks and the Cornwall Council Devolution
- The Clerk completed Introduction to VAT, New Clerks webinar 5, E-learning completed for GDPR and Safeguarding.

(25/126) Correspondence

A list of correspondence had been previously circulated. In addition, the following had been received since publication of the agenda.

Cornwall Council – Share your views on Cornwall’s bus services

Cornwall Rural Affordable Housing Forum

Cornwall Council – Community safety team

(25/127) Dates for the Diary

Cornwall South Community Area Partnership meeting – 28th January, 6.00-8.00pm.

(25/128) Dates of future Parish Council Meetings

15th January 19th February 19th March 2026

The meeting closed at 6.35pm

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Chairman

15th January 2026

Correspondence Received

- Cornwall South Community Area Partnership update.
- Charlestown History Group Winter 2025/26 update
- Lamp of Light Peace in Remembrance November 2026
- Cornwall Council – Duporth Repair Works
- NALC – Newsletter
- Appeal decision: PA23/06613 and EN00233 – Land east of Lobbs Farm Shop, Porthpean, St Austell – Appeal Dismissed