

Dear Councillor

You are summoned to attend a **Meeting of St Austell Bay Parish Council** to be held on **Thursday 19th February 2026** at **6.00 pm** in **The Pattern Hall, Charlestown Road.**

Rachel Trudgeon
Clerk
9th February 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 16th January 2026**
To resolve that the minutes of the above meeting be signed as a correct record of the meeting. Page 4-6
- 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:

(i) PA25/09394 – The Old Farmhouse Porthpean St Austell: Renovation of Listed dwelling using conservation methods with rebuild/rationalisation of recent additions, new staircase and small extension.

(ii) PA25/09395 – The Old Farmhouse Porthpean St Austell: Listed building consent for the renovation of listed dwelling using conservation methods with rebuild/rationalisation of recent additions, new staircase and small extension.

(iii) PA25/00205 – Cornelius House The Drive Duporth St Austell: Works to trees under a Tree Preservation Order, namely, 1) T1 to T8, we are proposing that these trees are removed as they are extremely close to the property, T1 is at the front of the property and T2 to T8 are at the rear of the property. The trees are all Beech Trees, there are 8 in total that we are proposing to be removed. This leaves in excess of 10-15 trees on the perimeter of the property that will remain.

*(iv) PA26/00250 – Works to trees subject to a Tree Preservation Order for; (Group G4) 1 x Beech – fell – tree is decaying. (T5) 1 x Sycamore – fell – extensive dieback. Replace these trees with 5 x new boundary trees from Oak, Beech, Lime or Sweet Chestnut (heavy standards). (Groups G8, G8 & G9) All Elms – fell – trees are dead/dying. All Ash – fell-tree(s) are dead/dying. (Group G9) 1 x Sycamore – prune to natural growth points to clear neighbouring house by 1-2m – tree growing close to neighbouring house.
N.B. It is considered that the trees to which works are proposed in Groups G7, G8, G9 are not subject to the TPO.*

(v) PA25/00156 – 8 Quay Road Charlestown St Austell: Listed Building

Consent to dismantle and rebuild the chimney (at the north of the property, adjoining No. 9 Quay Road) using appropriate, high-quality materials and preserving the existing chimney pots.

The chimney will be rebuilt to match its existing design and dimensions, using a traditional red brick to reflect the local historic bricks used in chimneys throughout the village. In addition, the intention is to reuse the existing chimney pots and re-laying the existing Cornish Delabole slates around its base.

9. Premise Licence Application

To consider a response to the following Licence application

(i) Ten Ten Coffee Ltd 79A Charlestown Road Charlestown St Austell

10. Highways Matters

To discuss renewing contract for weed spraying at Charlestown and Porthpean Road.

11. Policies and Procedures

To review the current Data Protection Policy and discuss required future training.

12. CIL Funding – to discuss an Expression of Interest.

13. Financial Matters

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

Appendix i

(ii) To award the tender for the footpath cutting contract from 1st April 2026-31st March 2029

Appendix ii

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

19th February 19th March 2026 16th April 28th May 25th June

6th August 17th September 15th October 19th November 17th December

MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 15th January 2026 at 6.00pm in The Pattern Hall, Charlestown

Present: Cllrs Bill Leach, Lyndon Allen Jackie Bull, Sue Leach, Richard Whitehouse and Chrissie Wright

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

(25/129) Apologies for Absence

Apologies were received from Cllr Sandie Bailey, Cllr Nick Foster and Cllr Richard Hallows

(25/130) Minutes of a Meeting of the Parish Council held on 18th December 2025

It was **RESOLVED** that the minutes of a meeting held on 18th December 2025 should be signed as an accurate record of the meeting.

(25/131) Matters to Note

The Clerk reported that details of the Tender Opportunity which was advertised to appoint a contractor to undertake footpath cutting, for the period 1st April 2026 to 31st March 2029 had been sent to a recent enquirer.

The Clerk informed the council that Assertion 10 which is a new, mandatory declaration for town and parish councils had been introduced. The focus is on Digital and Data Compliance. She will advise the councillors of future GDPR training in due course.

The Clerk informed the council she has spoken with the Wain Homes representative for an update regarding the transfer of assets. It had been confirmed that the Wain Homes solicitor will be forwarding the draft transfer deed this week to the solicitor representing the parish council.

(25/132) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(25/133) Chairman's Announcements

The Chairman wished everyone a Happy New Year.

(25/134) Cornwall Councillor Report

Cllr Mustoe's report had been circulated

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

(25/135) Public Participation

There were no members of the public present.

(25/136) Planning Applications and Related Matters

The following application was responded to due to time constraints.

(i) PA25/09659 – 7 Charlestown Road Charlestown : Non material amendment in relation to decision notice PA25/04450 dated 8/10/2025: Correction of design and access statement comment. The Parish Council had no objection

It was **RESOLVED** to ratify the decision made.

(25/137) CIL (Community Infrastructure Levy) Funding – initial discussion on possible uses. It was **RESOLVED** that the Clerk will contact Councillor James Mustoe for further supporting information and for the Clerk to schedule a meeting with the Regatta Playing Field Working Party to discuss options.

(25/138) Highway Matters

(i) Duporth Road Residents Parking Scheme – It was noted that communication had been received from Cormac Solutions Ltd, confirming the proposals made will be implemented as requested. Resurfacing works are being carried out at Duporth Road currently, any new parking restrictions will only come into effect once all the

necessary works have been completed. We will be advised in due course of the operational date.

Cllr Chrissie Wright wanted to thank all members of the council who had supported this scheme

(ii) The proposal to conduct a survey on the suitability of double yellow lines at various points in Two Coves/An Arvor – It was **RESOLVED that Cllr Bill Leach will liaise with Cllr Nick Foster, to ask local residents to provide examples of ongoing issues with parking and of buses being unable to pass safely. We will then write to Cornwall Highways formally requesting them to review our findings and provide a solution.**

(ii) Higher Porthpean – to consider a request for a grit box.

It was **RESOLVED that the parish council is happy to provide a salt bin at Higher Porthpean. The Clerk is to liaise with the residents of Higher Porthpean and Cornwall Highways regarding the installation.**

(25/139) Financial Matters

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

(i) January 2026 Payments Authorised

DD	EE	Mobile Phone Monthly Charge	18.11
DD	BT	Internet	65.04
DD	Lloyds Bank	Credit Card	6.00
DD	Pennon Water Services	Public Toilets	202.00
DD	Unity Trust Bank	Monthly Ban Charges	6.00
DD	Ecotricity	Electricity – The Pattern Hall December	566.94
DD	Ecotricity	Electricity – The Public Toilets December	56.33
DD	XEROX	Lease on photocopier	201.26
BACS	Biffa	General Waste	30.34
BACS	SLCC	Getting into Health and Safety (3 parts)	207.90
BACS	SLCC	Clerks Training Managing a Village Halls	69.30
		Clerks Training Intro to Quotes, Tenders & Contracts	46.20
BACS	SLCC	Membership Fee	200.00
BACS	Bleed Control Uk	Annual Fee – Bleed Control Kit	288.00
		1 st May 2025 Parish Recharges – Duporth, Porthpean and Trenarren	536.80
BACS	Cornwall Council	Porthpean	246.00
BACS	Duchy Defibrillators	Monthly printing charges	57.23
BACS	ITEC	Salaries and oncosts	2679.96
BACS	Salaries and oncosts		

(25/140) Meeting/Training attended

No training to report.

(25/141) Correspondence

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

- Cornwall South Community Area Partnership Funding Newsletter
- A request from Mayor Councillor Colin Hamilton to wear his chains at a future engagement within the parish
- Cornwall Council – Storm Goretta update
- Cornwall South Community Area Partnership – Recovery phase after the storm to be added to the 28th January meeting

- Cornwall Council – Closure and Clearway Extension for surfacing work at Duporth Road will now be from 5th January until 20th January.2026
- Cornwall Council – 2026 Off-Street Parking Places Order
- Appeal Decision PA23/06613 and EN24/00233 – Retention, alteration and extension of existing timber shed to provide chicken coop – Land east of Lobbs Shop, Porthpean: Appeal Dismissed.

(25/142) Dates for the Diary

Cornwall South Community Area Partnership meeting – 28th January, 6.00-8.00pm.
 It was **RESOLVED** that Cllr Sue Leach will attend this meeting in Cllr Richard Hallows absence.

The meeting closed at 6.50pm

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 Chairman

15th January 2026

Agenda Item 15

Correspondence Received

- Cornwall Council – Town and Parish Newsletter Jan 26
- The Sunflowers and Choughs Club
- Cornwall Council - Planning News for Local Councils Winter 26
- Cllr Mustoe’s – Porthpean update
- Cornwall Council – Duporth Road and Ridgewood Road Carriageway Repairs Works
- NHS Communication and Engagement Team – Neighbourhood Events
- Positive feedback received ‘Great user experience’ from one of our website users.