

MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 20 FEBRUARY 2025 at 6.00pm in The Pattern Hall, Charlestown

Present: Cllrs Bill Leach, Sue Leach, Trudy Reynolds, Chrissie Wright, Matt Sanders and Nick Foster.

In attendance: Cornwall Councillor James Mustoe, Julie Larter (Clerk)

(24/144) Apologies for Absence

Apologies were received from Cllr Jackie Bull

(24/145) Minutes of a meeting the Parish Council held on 16 January 2025

It was **RESOLVED** that the minutes of the meeting of the Parish Council held on 16 January 2025 should be signed as an accurate record of the meeting.

(24/146) Matters to Note

The Clerk reported that works to a section of Mill Lane footpath are nearly complete. Cormac were unable to use planings as planned as they didn't have any available in time but have instead gone with their second option of compacted recycled dust (mix of brick, tarmac and stone).

There has been another landslip below the SWCP in Porthpean and Cornwall Council engineers are currently investigating but the South West Coast Path remains open.

The interpretation board in Porthpean is now in situ.

The Clerk is still waiting for a valuation on the anchors.

(24/147) Declarations of Interest on Items on the Agenda

Cllr Sanders declared an interest in Agenda Item 8 (a) (i).

(24/148) Chairman's Announcements

The Chairman thanked councillors for attending the meeting at Porthpean Golf Club yesterday.

(24/149) Cornwall Councillors Report

Cllr Mustoe was pleased that Cornwall Council have had a change of heart and will now permit a small residents parking area in Duporth Road. He thanked Cllr Donnithorne for his support with this. Cllr Mustoe is pressing for road repairs in Ridgewood Close.

The Chairman thanked Cllr Mustoe for his intervention in the Duporth Road issue.

Cllr Mustoe's full report is on the parish council's website.

(24/150) Public Participation

There were no members of the public in attendance.

(24/151) Planning Applications and Related Matters

Cllr Sanders left the room

(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

Councillors wished to wait for the Tree Officer's report before commenting.

Cllr Sanders returned to the room.

(ii) PA25/00671 – Duport Lodge, The Drive, Duport: 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) Councillors wished to wait for the Tree Officer's report before commenting.

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

This application was deferred until the next parish council meeting.

(iv) It was noted that an Appeal has been lodged against Enforcement Notice EN24/00233 relating to land east of Lobbs Shop Cottage

(b) The current position regarding the following planning applications was noted:

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

This is not a planning application whereby planning policies apply – it is a notification for consideration under the Hedgerow Regulation 1997. Therefore the neighbourhood plan policies are not applicable to the application.

The application has been approved.

(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)

It was noted that this application has been refused.

(24/152) Cornwall Council Call for Sites

It was noted that fields between Campdowns Cemetery and the Ropewalk have been put forward. The Clerk is to respond to Cornwall Council's consultation stating that these fields are designated as Green Buffers in both the Cornwall Site Allocations DPD and the St Austell Bay Neighbourhood Plan.

Carlyon Parish Council has offered to work with the parish council on Cornwall Council's consultation as there was great concern that there could be a proliferation of inappropriate development around the parishes.

(24/153) Duporth Tree Works

It was noted that trees have been removed from a hedge on Manor Farm Road without the knowledge or permission of the landowner. Duporth CIC is currently in discussion with the householder responsible for removing the trees.

(24/154) Regatta Playing Field

The Chairman and Clerk met with Stuart Wallace, Open Space Officer, Cornwall Council together with Cornwall Council's Devolution Team and Sarah Scoltock on 30 January. The tender exercise for the proposed pitch improvements came in only slightly over the available budget. Unfortunately today Wain Homes have stated that as the money hasn't been spent according to the S106 (it should have been spent by August 2023) it needs to be returned to them so it appears that the work cannot go ahead.

In the meeting with Cornwall Council officers the Chairman re-iterated the parish council's reasons for not wanting to take over the lease on the field, which was accepted and the devolution team asked whether the parish council would be willing to enter into a license instead. The parish council would have total responsibility for operating the field, at their expense, and there would be a clause stating that the parish council would not be liable for any future issues caused by drainage failures. Officers at Cornwall Council do not know how much it costs to run the field and the Chairman asked officers to find out. Councillors are not willing to take on the field without some kind of bursary.

The Chairman and Clerk will be meeting with the officers again on 25 February.

(24/155) History Working Party

Cllr Reynolds reported on a meeting held on 24 January. Charlestown History Group has agreed to write narratives for the artifacts donated by the former Shipwreck Museum. The Group is organising another clearance session at Charlestown Battery on 23 February and will be organising a walk around the Leat on Sunday 13 April.

Cllr Foster has agreed to lead on producing material for the history board to go in Duporth.

Notes from the meeting are on the parish council's website.

(24/156) Highways Matters

(i) Residents Parking scheme for Duporth Road

Cornwall Council has now agreed that a residents parking scheme can proceed as the parish council would be funding it. An estimate for the works is £9,500 comprising the Traffic Regulation Order at £8,000 plus the works amounting to £1,500. The scheme will go hand in hand with yellow lining in Duporth and other parts of Charlestown as previously agreed. However this element of the scheme was agreed under the Community Network Highways Scheme and all the funds from the scheme are now committed so Cornwall Council is trying to source funding elsewhere. Cllr Bull is speaking to each resident in the row personally to ensure that they understand the scheme and are in agreement. The scheme cannot proceed without resident buy-in. Cormac does not have resources available to start on the design process until the end of April.

(ii) Highways Concerns

It was **RESOLVED to undertake pavement weed spraying again this year at a cost of £660 for 2 treatments.**

(24/157) Financial Matters

(i) Risk Management Strategy, Risk Management Policy Statement and Risk Assessment

The documents were reviewed with no amendments required.

(ii) Asset Register

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

(iii) Insurance

This matter was deferred until the next meeting as all quotes have not yet been received.

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

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| DD | EE | Mobile phone monthly charge | £ | 19.42 |
| DD | BT | Telephone and internet | £ | 59.94 |
| DD | Lloyds Bank | Credit card | £ | 72.25 |
| DD | Pennon Water | Monthly charge for water (public toilets) | £ | 202.00 |
| DD | SWW | Quarterly charge for water (hall) | £ | 84.13 |
| DD | Unity Trust Bank | Monthly bank charges | £ | 6.00 |
| DD | SSE | Quarterly electricity charge for public toilets | £ | 193.51 |
| DD | SSE | Quarterly electricity charge for hall | £ | 1854.11 |
| SO | J Kneale | Lease | £ | 212.50 |
| BACS | ITEC | Monthly photocopy charge | £ | 13.53 |
| BACS | Parc Signs | Replacement vinyl for Pattern Hall sign | £ | 154.80 |
| BACS | Biffa | Litter bin servicing (Orchard Way & Porthpean BR | £ | 624.00 |
| BACS | Biffa | Waste disposal (hall and toilets) | £ | 30.34 |
| BACS | Bleed Control (UK) | Annual fee | £ | 288.00 |
| | WFN Electrical, Refrigeration and Air | | | |
| BACS | Conditioning | PAT Testing | £ | 86.40 |
| BACS | Salaries and oncosts | Salaries and oncosts | £ | 2,916.96 |

(24/158) Meetings/Training Attended

- 24 January – Cllr Reynolds attended a meeting of the History Working Party
- 29 January – Cllr Sue Leach and the Clerk attended Cornwall Council’s briefing on planning reform
- 30 January – The Chairman and Clerk attended a meeting with officers from Cornwall Council regarding the Regatta Playing field
- 12 February -the Clerk attended a meeting on the final round of Levelling Up funding
- 19 February – the Chairman, Cllrs Bailey, Leach, Reynolds, Sanders and Wright together with the Clerk met the owner and Executive Committee members of Porthpean Golf Club for a preapplication consultation

(24/159) 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 Town and Parish Council newsletter

(24/160) Dates for the Diary

- 25 February – Meeting regarding the Regatta Playing field, the Chairman and Clerk to attend
- Important date regarding the forthcoming parish council elections.
Election packs will be available from 14 March. The Clerk will have a supply or they can be downloaded from Cornwall Council's website. The pre-election period starts on Friday 14 March and after this time the parish council will be unable to agree to start any new projects.
Deadline for submission of candidate nomination papers is 2 April. Papers have to be handed in in person at Carlyon House (by appointment) – dates for this have yet to be set.
Election day is 1 May and the formal end of the current council is 6 May.

(24/143) 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.

The meeting closed at 7.04 pm

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Chairman

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Date