

Dear Councillor

You are summoned to attend a **Meeting** of **St Austell Bay Parish Council** to be held on **Thursday 16 March 2023** at **6.00 pm** in **The Pattern Hall, Charlestown Road.**

Julie Larter

Julie Larter
Clerk
9 March 2023

07873 383400
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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 February 2023

Pages 5-10

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.

(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's Report

To receive a report from Cllr James Mustoe, CC

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

(i) PA23/00905 – Southwinds, Porthpean Beach Road: Replacement of rear balcony

(ii) PA22/10248 -Workshop and Office (Formerly Square Sail Workshop), junction of Charlestown Road and Barkhouse Lane: Rebuilding and extension of existing boatbuilding workshop for boatbuilding and general Class E (Commercial, Business and Service) use together with car parking and associated development

(iii) PA23/01213 – 67 Duporth Bay: Work to trees under a TPO: T1 Turkey Oak – remove

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

(i) PA23/00490 – The Beeches, 60 Charlestown Road: Works to trees under a TPO: T1,T2,T3 – fell, T4 Beech reduce by 25%
This application has been approved. Due to determination requirements, the parish council responded by stating that it concurs with the advice of the tree officer and has no objections provided it is granted in accordance with the tree officer's recommendation

(ii) PA22/09315 and PA22/09316 (LBC) – Ivy Cottage, Higher Porthpean: Proposed 3 storey extension, together with internal and external refurbishment works to the existing Ivy Cottage

(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

(iv) PA22/08067 – Seascape, Porthpean Beach Road: Proposed garage, snug, porch and store

(v) PA22/02532 – Land north east of recreation ground, Church Road: Development of 4 dwellings with associated road, garage/carport and parking

(vi) PA22/02533 – Land to east of Charlestown Road: Construction of 2 detached houses with associated drives and parking

(c) Notice of an Appeal: PA21/09839 – The Old Orchard, Ropewalk Lane, Charlestown

To note that an appeal has been lodged for and to consider whether to make representation

9. Consultation on the Sale of Campdowns Chapel

To note that Cornwall Council intends selling the chapel and to consider whether the parish council would be interested in purchasing it

10. Coronation of King Charles III

To discuss how the parish council will support the occasion and authorise any expenditure

11. Working Parties

(i) Traffic Working Party

To note if any progress has been made on residents' parking schemes

(ii) History Working Party

To approve the final design of the historical interpretation boards, note that planning permission is required and authorise expenditure on planning applications

12. Highways Matters

(i) Traffic Working Party

To note if any progress has been made on residents' parking schemes

(ii) To note any Highways concerns

13. Financial Matters

(i) Asset Register

To review the council's asset register

Previously circulated

(ii) Insurance Renewal

To consider whether there is sufficient cover and authorise renewal

Previously circulated

(iii) To authorise payments and note the current balances

Appendix (i)

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

20 April, 18 May, 22 June, 20 July, 21 September, 19 October, 16 November, 14 December 2023

**MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on
THURSDAY 16 FEBRUARY 2023 at 6.00pm in The Pattern Hall, Charlestown**

Present: Cllrs Sue Leach, Nick Foster, Jackie Bull, Chrissie Wright, Trudy Reynolds

In the absence of the Chairman Cllr Bill Leach, Cllr Bull Chaired the meeting.

The Chairman said how pleased she was that Cllr Bill Leach is getting better and sent him the council's best wishes. The Chairman welcomed Cllr Reynolds back.

In attendance: 4 members of the public, Jo Zimmer (Charlestown Rowing Club), Cllr James Mustoe, CC, Julie Larter (Clerk)

(22/150) Apologies for Absence

Apologies were received from Cllrs Bill Leach and Sandie Bailey.

(22/151) Minutes of a meeting the Parish Council held on 19 January 2023

It was **RESOLVED** that the minutes of the meeting held on 19 January be signed as a correct record of the meeting.

(22/152) Matters to Note

The Clerk reported that the previously removed litter bin at the end of Mill Lane has reappeared and will be monitored. Mrs. Rodriguez has resigned as a standby cleaner but there is no need for a replacement at the current time.

(22/153) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(22/154) Chairman's Announcements

The Chairman said how sorry she was to learn about the fire at the Pierhouse Hotel/The Harbourside but is aware that a planning application has been submitted to Cornwall Council for repair/reinstatement works including temporary works to support the continued operation of the venues. The Chairman asked if the defibrillator notice in the noticeboards could be amended to inform of the temporary relocation of the unit to The Rashleigh Arms.

(22/155) Cornwall Councillor's Report

Cllr Mustoe expressed how sorry he was to see the fire at The Pierhouse Hotel. Cllr Mustoe attended a walk around Charlestown with Cornwall Council's Highways Engineer to discuss proposed traffic schemes in Charlestown/Duporth and has also been chasing for the resurfacing of the Lobbs Shop – Trenarren Road which will take place in May. Cllr Mustoe's full report is available on the parish council website. Cllr Leach asked Cllr Mustoe in his capacity as a director of Duporth CIC about the steps to the beach and Cllr Mustoe confirmed that the matter is on the agenda for the company's AGM next month.

(22/156) Public Participation

A member of the public said that it has been brought to his attention that there are no straps on the inclusive swing in the Regatta field. The Clerk will speak to Cormac about the matter.

(22/157) Planning

(a) Current Planning Applications

(i) PA23/00490 – The Beeches, 60 Charlestown Road: Works to trees under a TPO: T1, T2, T3 – fell, T4 Beech reduce by 25%

This application was carried over to the March meeting pending receipt of the Tree Officer's report

(ii) PA22/11093 – The Longstore, Charlestown Road: Part-retrospect: Structure retaining fire escape steps, plus repositioning of railings once gabion wall has been removed

It was **RESOLVED that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the parish council has no objections to the retention of the fire escape ONLY. It would like to see more detailed information on the additional part of the application including compliance with enforcement and the use of natural hedging.**

(iii) PA23/00923 – 25 Ridgewood Close: Application for Non-Material Amendment to C2/06/00193 for demolition of existing flat roof garage and construction of new garage, playroom, utility, kitchen extension, conservatory and two upstairs bedrooms with en-suite facilities, namely 1) Increase the size of the en-suite dormer in bedroom1 (en-suite not currently built) and join to the existing bathroom

It was **RESOLVED that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the parish council has no objections to the application.**

(iv) PA22/10248 -Workshop and Office (Formerly Square Sail Workshop), junction of Charlestown Road and Barkhouse Lane: Rebuilding and extension of existing boatbuilding workshop for boatbuilding and general Class E (Commercial, Business and Service) use together with car parking and associated development
This application was deferred until the March meeting pending receipt of the Conservation Officer's report.

(b) The Clerk gave an update on the following outstanding planning applications

(i) PA22/09315 and PA22/09316 (LBC) – Ivy Cottage, Higher Porthpean: Proposed 3 storey extension, together with internal and external refurbishment works to the existing Ivy Cottage

There was nothing to report

(ii) PA22/09373 and PA22/09374 (LBC) - 107 Charlestown Road: Demolition of rear 1.5 storey infill. Rebuilding of infill. Addition of roof dormer. Rear single storey extension

This application has been withdrawn.

(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

There was nothing to report.

(iv) PA22/08067 – Seascape, Porthpean Beach Road: Proposed garage, snug, porch and store

There was nothing to report.

(v) PA22/02532 – Land north east of recreation ground, Church Road: Development of 4 dwellings with associated road, garage/carport and parking

There was nothing to report.

(vi) PA22/02533 – Land to east of Charlestown Road: Construction of 2 detached houses with associated drives and parking

There was nothing to report.

(c) Notification of the granting of a TPO on Land North East of Recreation Ground, Church Road

There was surprise that Cornwall Council has placed a TPO on all the trees on the plot, as the parish council only applied to have 2 trees to be covered. The Clerk was asked to contact the Planning Officer and ask why all the trees have been protected and why the parish council had not been consulted before the Order had been made.

Councillors were of the opinion that it would rather plant specimen trees elsewhere in the parish than protect self-seeded Sycamores.

(22/158) Provision of a Salt Bin for Trenarren

It was **RESOLVED** that the Clerk should contact Cornwall Council and ask for a bin to be installed and for the Highways Manager to suggest a suitable location. It was further **RESOLVED** that if Highways are agreeable to provide a bin then Alun Jones will replenish the contents after Cormac's initial autumn fill.

(22/159) Regatta Playing Field

The Clerk together with Terry Butler, Cllr Mustoe and Caitlin Lord met with Josh Connabeer from Wardell-Armstrong, acting on behalf of the Duchy, to discuss the flooding issue. It appears that the only way to resolve the matter is to undertake a CCTV survey of the adit to see if and where it is blocked. The Duchy are willing to contribute 50% towards the cost of such a survey, Cornwall Council will not contribute at the moment but they may be willing to make a contribution towards the rectification of identified problems. The Clerk has been unable to find a company that carries out surveys in adits and Cllr Bull suggested that Imerys may be able to help. The Clerk will contact them.

Cllr Reynolds reported that the Diggers and Doers have planted around 30 saplings in the Regatta field. Saplings are to be planted on the newly diverted section of the SWCP in due course. She also reported that further clearance work had been undertaken at Carrickowel.

(22/160) Anti-Social Behaviour in Foundry Parc

A resident has contacted the council following incidents of anti-social behaviour from students from Penrice School. The matter has been reported to the school who have been very helpful and dealt with the problem which seems to have been addressed. The Clerk was asked to write and thank the school for dealing with the matter and ask them to continually reinforce the need for respect. Cllr Bull said there was an issue of litter on the footpath adjacent to Chandlers Walk and the Clerk will also raise this with the school.

(22/161) Working Parties

(i) Traffic and Parking

It was noted that the consultation period for the traffic consultation on proposed yellow lining on Porthpean Beach Road has now closed and Cornwall Council has confirmed that it will be proceeding with the work in due course.

A walkabout Charlestown and Duporth Road with Cornwall Council's Highways Design Engineer took place on 1 February which was attended by Cllrs Bull, Bailey and the Clerk together with Cllr Mustoe. Subsequently Cornwall Council has drawn up a proposed plan of residents parking zones and there were some concerns about the extent of the areas. At the walkabout the engineer proposed 2 different designs but only 1 has been sent to the parish council. Cllr Mustoe was asked to arrange a meeting with the engineer and Rachael Tatlow to discuss the design submitted and make amendments. The matter will be discussed by the parish council after the proposed meeting has taken place.

(ii) History

Cllr Reynolds reported that she met with Andy Trudgian last week to progress the history trail. All the businesses that have been contacted for permission to display QR code boards on their premises have given their permission. A drop in session for the public will be held towards the end of March/beginning of April in The Pattern Hall once a draft design for the interpretation boards has been drawn up.

(22/162) Highways

(i) Outcome of a meeting held on 24 January regarding proposed residents parking permits and additional yellow lining

This matter had been discussed under (22/161)

(ii) Any other Highways matters

It was noted that the Church Road sign at the western end of the road has been removed. Cornwall Council are arranging for its replacement.

Notification of a Road Closure Intention for the road from Lobbs Shop and Trenarren from 9 – 12 May.

(22/163) – Financial Matters

(i) Grant Funding Application

Jo Zimmer, Chair of Charlestown Rowing Club outlined the need to replace one of the club's existing gigs and explained how they were raising money to make this possible.

It was **RESOLVED to make a grant of £250 to Charlestown Rowing Club towards the cost of a replacement gig.** Cllr Mustoe offered to contribute £300 from his Community Chest 2023/24 budget.

(ii) Two Minute Beach Clean Board

A constructive discussion has taken place with Pat Smith who has agreed to look after the board. It was **RESOLVED that the parish council will provide litter pickers, bags and hand sanitizer, a supply of which will be kept in The Pattern Hall and the council will replace them as required.** The Chairman expressed her thanks to Mrs Smith for her kind gesture.

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

DD	BT	Mobile phone	£23.76
DD	BT	Telephone and internet	£62.34
DD	SSE	Electricity for Pattern Hall	£695.97
DD	SSE	Electricity for public toilets	£123.96

DD	Lloyds Bank	Credit card	£131.29
DD	Blenheims	Foundry Parc estate service charge	£14.87
BACS	Vision ICT	Admin fee for redesigning page of website	£48.00
BACS	Cornwall Waste Solutions	Waste bin service	£23.98
BACS	A & A Maintenance	Base and installation of Jubilee bench (Regatta field)	£200.00
BACS	Cornwall Council	Printing reply paid envelopes	£20.57
BACS	Duchy Defibrillators	Replacement defibrillator for Duporth Bay	£570.00
BACS	Staff/HMRC/CPF	Salaries and oncosts	£3113.87

(22/164) Meetings/Training Attended

23 January – The Clerk attended a meeting of clerks to smaller councils

24 January – Cllrs Bull, Bailey and the Clerk met with Cllr Mustoe and Annan Birkett of Cornwall Council's Highways Design Team to walk around Charlestown and Duporth

7 February – The Clerk attended a meeting to discuss drainage issues on the Regatta field

8 February – The Clerk attended a training session on keeping the internal auditor happy

8 February – The Clerk attended a briefing from Cornwall Council on understanding the Government's consultation on changes to the planning system

10 February – The Clerk attended a meeting regarding the Porthpean Road yellow lining

13 February – Cllrs Bull and Sue Leach attended the Licencing and Inauguration of Revd Canon Arthur at St Paul's Church

(22/165) Correspondence

A list of correspondence had been previously circulated. In addition, the following has been received:

- Invitation from Cornwall Council to attend safeguarding training
- Invitation to attend Cornwall Council's planning training on the Climate Emergency Development Plan
- Notification from Network Rail that vegetation clearance will take place overnight from 14 – 17 March

(22/166) Dates for the Diary

There were no dates for the diary.

(22/167) Dates of future Parish Council Meetings

16 March, 20 April, 18 May, 22 June, 20 July, 21 September, 19 October, 16 November, 14 December 2023.

(22/168) Exclusion of the Public and Press

Under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it was **RESOLVED to exclude the public and press from the meeting due to the confidential nature of the next agenda item.**

(22/170) Public Rights of Way Cutting

Cutting the South West Coast Path and inland Public Rights of Way under a Local Maintenance Partnership with Cornwall Council had gone out to tender and it was **RESOLVED to appoint A & A Garden Services the contract for the next 3 years.**

The meeting closed at 6.55pm

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Chairman

DRAFT

Correspondence Received

The following correspondence has been received since the last meeting

- Cornwall Council's Neighbourhood Plan newsletter
- Email regarding the Community Capacity Fund
- Notes from Community Network Panel meeting held on 13 January
- Cornwall Council's Affordable Housing newsletter
- Details of Eden's walking groups
- Details of NALC's Carbon Literacy training
- Details of CALC training events
- Slides of a presentation given at the CALC AGM on Cornwall Climate Risk Assessment