

Dear Councillor

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

Julie Larter

Julie Larter
Clerk
9 November 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 19 October 2023** *Pages 5-9*
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 responding to the following planning applications and any planning applications received after publication of this agenda

(i) PA23/07023 and 07024 (LBC) – Pier House Hotel and Harbourside Inn: Proposed refurbishment and alteration works following fire damage (*amended plans*)

(ii) PA23/08941 – 10 Manor Farm Road: Application for tree works in a Tree Preservation Order (TPO): Reduce Oak tree crown to previous growing points

(iii) PA23/05811 – Porthpean House: Proposed restoration of walled garden and development to include 8 lodges for family holidays and Porthpean House wedding occasions

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

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

9. 80th Anniversary of D-Day

To receive an update

10. Legionella Testing

To consider additional quotes

11. St Austell Bay Neighbourhood Plan

To review/update the Community Actions Appendix

Appendix (i)

12. Working Parties

History Working Party

To receive an update on historical interpretation boards

13. Highways Matters

- (i) To note the outcome of a meeting held on 6 November with Cornwall Council's Portfolio Holder for Transportation regarding residents' parking schemes*
- (ii) To receive an update on remedial works prior to the adoption of Rashleigh Road*
- (iii) To note any Highways concerns*

14. Financial Matters

- (i) To set a budget for 2024/2025 and agree the amount of precept required* *Appendix (ii)*
- (ii) To note that the Local Government Pay award for 2023-24 has been agreed and that the Real Living Wage has been increased*
- (iii) To note current 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 *Page 9*

17. Dates for the Diary

To note any forthcoming dates for members' diaries

18. Dates of future Parish Council Meetings

14 December 2023; 18 January, 20 February, 21 March, 18 April, 21 May, 20 June, 18 July, 5 September, 17 October, 21 November, 19 December 2024

**MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on
THURSDAY 19 October 2023 at 6.00pm in The Pattern Hall, Charlestown**

Present: Cllrs Bill Leach, Sue Leach, Nick Foster, Chrissie Wright, Richard Whitehouse, Trudy Reynolds, Sandie Bailey

In attendance: Cllr James Mustoe, CC, Julie Larter (Clerk), Martin Petherick and Mike Barlow (for agenda item 8 (i), 4 members of the public.

(23/071) Apologies for Absence

Apologies were received from Cllr Jackie Bull.

(23/072) Minutes of a Meeting the Parish Council held on 7 September 2023

It was **RESOLVED** that the minutes of 7 September 2023 should be signed as an accurate record of the meeting.

(23/073) Matters to Note

There were no matters to note.

(23/074) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(23/075) Chairman's Announcements

The Chairman welcomed Mr Petherick and Mr Barlow to the meeting.

(23/076) Cornwall Councillor's Report

Cllr Mustoe reported on a number of matters including the roll-out of Cornwall Council's new recycling scheme, Charlestown Harbour, and a date to meet with Cornwall Council's portfolio holder for transportation to discuss proposed traffic schemes in Charlestown. Cllr Mustoe's full report can be found on the parish council's website.

(23/077) Public Participation

No members of the public wished to speak.

(23/078) Planning Applications and Related Matters

(a)

(i) PA23/05811 – Porthpean House, Porthpean Beach Road: Proposed restoration of walled garden and development to include 8 lodges for family holidays and Porthpean House wedding occasions

A number of councillors attended a site meeting in July and Mr Petherick and Mr Barlow outlined the scheme for members unable to attend that meeting. The parish council was supportive of the proposals provided statutory consultees are content. It will forward its final comments to the planning officer once it has had sight of consultees' comments. It was agreed that this can be done by email circulation, if a decision is required before the next parish council meeting.

(ii) PA23/07684 – 15 Ridgewood Close: Construction of single-storey rear extension and associated landscaping works

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

(iii) PA23/07223/07372 (LBC) – 143 Charlestown Road: Proposed double garage with store over

It was **RESOLVED that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the parish council has no objections in principle but objects to the design of the building and feels there is no need to mirror a building a distance away (gig shed). (St Austell Neighbourhood Plan Design Policy 2 (D2) 6 and 7).**

(iv) PA23/07288 – 63 Bay View Road, Duporth: application for tree works in a Tree Protection Order: Crown raise and crown reduce *Fagus Sylvatica*

It was **RESOLVED that the Clerk should respond to the planning authority (Cornwall Council) stating that the parish council has no objections to the proposed tree work.**

(v) PA23/07546 – Charlestown Car Park: Application for tree works in a Conservation Area (for notification only)

This work has been approved – no TPO requested.

(vi) PA23/05784 – Flat, The Old Pottery, Charlestown Road: Conversion of an office to store under to a 2 bedroom flat and the conversion of a single storey store to a 1 bed apartment

It was **RESOLVED that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the parish council has no objections in principle but wonder if any consent given should have a principal residency clause.**

(b) An update on the following planning applications was given

(i) PA23/04387 – Land South East of Rashleigh Road, Duporth: Plot substitution and re-plan of Phase 4 of approval 06/02039, which increases the number of units on the south-eastern portion of the site from 5 – 10 dwellings with non-compliance of Condition 2 in relation to Decision Notice PA16/07812 dated 02/02/2017

This application has been withdrawn.

(ii) 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

No update was available.

(23/079) Social Media

Cllr Foster has created a Facebook page which is now live (St Austell Bay Parish Council) and it is a noticeboard only – no-one can comment. He is still tweaking the page. The matter will be reviewed in April.

(23/080) Campdowns Chapel

The Parish Council has no use for the building. It was agreed that the storage container currently on the Regatta field is unsightly and Councillors felt that the

building would be a very suitable replacement for the container for the Regatta Committee to store their resources in. The Chairman has spoken to the Chairman of the Regatta Committee who in turn will discuss the chapel's feasibility with his committee.

(23/081) 80th Anniversary of D-Day

The Pageantmaster has written to town and parish councils encouraging them to light a beacon on 6 June 2024. It was suggested that this is something the Regatta Committee may like to organise. Cllr Sue Leach offered to liaise with the harbour if the Regatta Committee decide to proceed. The Clerk pointed out that this would not be a celebration like the Jubilee event, but a commemoration to all those who took part in D-Day.

(23/082) Cornwall Council Review of Polling Places

Cornwall Council has reviewed the suitability of all its polling places. It was **RESOLVED that the current arrangements (St Paul's Church Hall and St Austell Rugby Club) are satisfactory locations for the parish.**

(23/083) Working Parties

(i) Regatta Working Party

The Clerk reported that the parish council's application for S106 funding has been successful and Cormac are going to undertake a feasibility study to see what can be done to improve the drainage using some of the money. The Regatta Working Party will be invited to attend a site meeting with Cormac's officer next month – the date is to be confirmed.

(ii) History Working Party

The interpretation boards are nearly complete and the harbour staff have kindly offered to erect them free of charge. Cllr Reynolds has met the designer of the walks booklet and this is nearing completion also.

(23/084) Highways

(i) Residents Parking Scheme

A meeting has been arranged with Cllr Richard Pears, Portfolio Holder on 6 November to try to progress a scheme.

(ii) Community Network Highways Scheme

Apart from the yellow lining adjacent to the entrance to Foundry Drive agreed last month, there is nothing else to put forward for the scheme.

(iii) Modification Order for Charlestown

A Modification Order has been made to place the footpath immediately in front of the Rashleigh, going down Quay Road to the harbour to be placed on the Definitive Map.

(iv) Any other Highways Concerns

It was reported that once again that vegetation at the junction of Duporth Road and Porthpean Road is obstructing visibility when turning at this junction. The clerk was asked to report this to Highways.

(23/085) Financial Matters

(i) Legionella Testing

The Clerk has received a quote for Legionella testing The Pattern Hall and public toilets, but it was felt that this was too high and she is to obtain additional quotes and learn more about the requirements for testing.

(ii) Grant Funding Request – Light Up Charlestown

It was **RESOLVED to make a grant of £250 towards Christmas lights in Charlestown.** Councillors thanked the group for all their hard work. Lights are due to be switched on at 5.00pm on 2 December.

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

DD	EE	Mobile phone monthly charge	£	18.00
DD	BT	Telephone and internet	£	61.21
DD	Lloyds Bank	Credit card	£	218.73
DD	South West Water	Monthly charge water for toilets	£	123.50
DD	Xerox	Quarterly lease on photocopier	£	141.26
DD	SSE	Electricity for public toilets	£	60.76
BACS	Capabilities	Replacement Coronation Tree	£	108.00
		Cleaning products and toilet rolls for public toilets	£	222.62
BACS	Lyreco	Monthly printing charges	£	5.18
BACS	ITEC	Biennial .gov.uk domain renewal	£	78.00
BACS	Vision ICT	Waste disposal	£	26.38
BACS	CWS			
	Complete Weed Control	Pavement weedkilling (2nd treatment)	£	312.00
BACS	Fowey Systems	Annual fire alarm system test	£	173.40
		Monitoring fee and mobile data connection (Bay View Road)	£	372.00
BACS	Duchy Defibrillators			
BACS	Lou Jones Design	Additional work for interpretation board	£	48.00
	Carlyon Parish Council	50% rail and taxi fare for Clerk's attendance at SLCC National Conference	£	76.42
BACS	Mrs J Larter	Mileage July - September	£	93.60
		Working from Home Allowance May - October	£	156.00
BACS	Mrs J Larter			
BACS	Staff/CPF/HMRC	Salaries and oncosts	£	2634.26

(23/086) Meetings/Training Attended

2 October – The Chairman and Cllr Sue Leach attended the South Cornwall Community Area Partnership meeting

2 October – Cllr Wright attended addressing conflict training

11 and 12 October – the Clerk attended the SLCC National Conference where she attended presentations of Martyns Law, the future of town and parish councils, levelling up, how the Netherlands deals with respect in relation to local politicians, details of current NALC campaigns as well as co-presenting the findings of her recent MA dissertation.

(23/087) Correspondence

A list of correspondence had been previously circulated.

(23/088) Dates for the Diary

31 October – Cllr Wright attending Planning Appeals training

22 November – South Cornwall Community Area Partnership meeting (venue TBC)

8 November – Cllr Whitehouse attending introduction to planning training

6 November – Meeting with Cllr Richard Pears to discuss Charlestown parking issues

(23/089) Dates of future Parish Council Meetings

16 November, 14 December.

The meeting closed at 7.43 pm

DRAFT

Correspondence Received

The following correspondence has been received since the last meeting

- Cornwall Council's Neighbourhood Planning newsletter
- Reminder of CALC AGM on 23 October (and subsequently slides from the meeting)
- Invitation to volunteer to take part in Cornwall Council's annual rough sleeper count
- Invitation from Cornwall Council to attend planning training regarding Neighbourhood Plans and the Cornwall Local Plan
- Invitation to attend training on Martyn's Law
- Cornwall Council's Planning newsletter
- 2 communications from residents of Church Road regarding the lack of maintenance of the boundary of Foundry Parc
- Details of training available on Cornwall Council's online learning hub
- Thank you note from Light Up Charlestown for awarding a grant