

Dear Councillor

You are summoned to attend a **Meeting of St Austell Bay Parish Council** to be held on **Thursday 19 December 2024** at **6.00 pm** in **The Pattern Hall, Charlestown Road**.

Julie Larter

Julie Larter
Clerk
11 December 2024

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 21 November 2024**
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

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(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) PA24/05119/05120(LBC) – 10 Quay Road: Construction of a small cabin in a remote area of the garden at Marine Villa (amended plans)

(ii) PA24/08675 – 47 Duporth Bay: Demolition of first floor conservatory and new first floor extension forming additional bedroom, with alterations to main house

(b) To note that an appeal has been lodged with the Planning Inspectorate in respect of PA23/09903 – 20 Quay Road: Proposed demolition of existing workshop redeveloped into garden room with office/studio above

9. Former Shipwreck Treasure Museum Artifacts

(i) To consider the future of the anchors currently on loan to the parish council

(ii) To note which items have been donated and authorise any expenditure

10. Mill Lane Footpath

To consider a quote from Cormac

11. Porthpean Interpretation Board

To receive an update

12. Regatta Playing Field

To receive an update

13. Highways Matters

(i) Duporth Road Residents Parking Proposal

To receive an update and determine next steps

(ii) To note any concerns

14. Financial Matters

To note the current financial position and authorise payments

Appendix (i)

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

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17. Dates for the Diary

To note any forthcoming dates for members' diaries

18. Dates of future Parish Council Meetings

16 January, 20 February, 20 March, 17 April, 15 May 2025

MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 21 NOVEMBER 2024 at 6.00pm in The Pattern Hall, Charlestown

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

In attendance: Cornwall Councillor James Mustoe, Julie Larter (Clerk), 2 members of the public.

(24/088) Apologies for Absence

There were no apologies.

(24/089) Minutes of a meeting the Parish Council held on 17 October 2024

It was **RESOLVED** that the minutes of the meeting of the Parish Council held on 17 October 2024 should be signed as an accurate record of the meeting.

(24/090) Matters to Note

The Clerk reported that on 5 November she and the Chairman met with David Harland, CEO of Heligan who is handling the sale of the contents of the Shipwreck Centre. There are a small number of items that are likely to be donated to the parish council for display. At the present time the Clerk is unsure exactly what these items are and she has had a number of enquiries from people asking about them. The Chairman and Clerk are meeting with Alex Smit next week and will try to find out more. Starting next Monday the History Group will be running their open mornings at The Pattern Hall on Monday mornings as well as Friday mornings.

(24/091) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(24/092) Chairman's Announcements

The Chairman had no announcements to make.

(24/093) Cornwall Councillors Report

Cllr Mustoe reported on his activity over the past month. Cllr Mustoe's full report is on the parish council's website.

The Chairman re-ordered the agenda.

(24/094) Public Participation

A member of the public wished to speak about planning application PA24/07549.

(24/095) Planning Applications and Related Matters

(a) (iii) PA24/07549 – 8 Quay Road: Listed Building Consent to replace roof with matching grey slate roof and associated works (part retrospective)

The applicant outlined the background to the application and the Chairman thanked her. It was **RESOLVED** that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the Parish Council supports the application in

the strongest terms and wish the council to understand the sequence of events that led to this being a retrospective application.

(i) PA24/08182 – Woodland between Penrice Academy and Mill Lane: Works to trees covered by a TPO – Ash, T1-7 and T9 Full removal. T8 – Acer – remove back to union
It was **RESOLVED that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the Parish Council supports the application subject to a condition that the trees be replaced.**

(ii) PA24/08530 – 36 Duport Bay: Proposed kitchen/entrance and rear extension with balcony
It was **RESOLVED that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the Parish Council supports the proposal.**

(b) There was no update on PA24/05119/05120 (LBC) – 10 Quay Road: Construction of a small cabin in a remote area of the garden at Marine Villa

(24/096) CCTV Policy

The Data Impact Assessment was approved and It was **RESOLVED to adopt the CCTV policy previously circulated.**

(24/097) Bleed Control Kits

Correspondence from Duchy Defibrillators was considered and it was **RESOLVED to enter into an annual maintenance contract with Bleed Control UK.**

(24/098) Mill Lane Footpath

The Clerk explained that there is a section of the footpath that gets very muddy in the winter and this has been exacerbated by vehicles driving on it to attend horses in the field. The Clerk has spoken to the Countryside Officer about the matter. It was **RESOLVED that in principle the parish council would fund a permanent solution, subject to a satisfactory quote.**

(24/099) Porthpean Interpretation Board

The final design has been approved and the Clerk has purchased photographs from the Frith Collection. The board is now being fabricated.

(24/100) Regatta Playing Field

The working party met on 22 and 23 October and have submitted a plan to Cornwall Council to make the football pitch smaller (7 a side size) and to move the pitch down the field slightly. This would involve a small amount of levelling work and wouldn't have any impact on the area required for the Regatta. Cormac has reviewed the request and has now changed its position on how to take the scheme forward as Cormac feel that a study/design phase will now be necessary and Cornwall Council is awaiting an estimate and proposed programme, but it is likely that the available budget will be insufficient for the delivery of the entirety of the request.

Cllr Mustoe is to pursue the matter with Cornwall Council.

None of the ideas discussed at the last parish council meeting would fall within the criteria for the S106 funding (ie the money has to be spent on improvements rather than increasing the amount of sporting facilities).

Cornwall Council is pressing for a decision on whether the parish council is willing to take over the field.

(24/101) Working Parties

Environment and Climate Crisis Working Party

Notes from the meeting had been previously circulated and are on the parish council's website. Cllr Reynolds called for more volunteers for the Diggers and Doers group. Nigel Chatterjee, one of the working party members is leaving the area next month and the parish council thanked him for his help over the years.

Cllr Reynolds enquired whether there was any way to monitor tree work applications to ensure that replacement trees are planted in accordance with the relevant planning decision notice. She also asked the Clerk to find out if there is any requirement for replacement trees to be replanted when a tree with a TPO dies.

(24/102) Highways Matters

(i) Residents Parking scheme for Duporth Road

Cllr Bull reported that she has had a communication from a resident who has indicated that neither she nor her neighbours feel they cannot accept any yellow lining being undertaken without provision of a designated parking place for themselves and the two matters must go hand in hand.

The Clerk is in the process of drafting a letter to Kate Kennally, CEO, Cornwall Council and she will also contact Cllr Connor Donnithorne, Cornwall Council's Portfolio holder for Transport and invite him to a site meeting.

(ii) Highways Concerns

There were no highways concerns.

(24/103) Financial Matters

(i) Grant Funding Request

It was **RESOLVED to award a grant of £250 to Cornwall Air Ambulance towards their Hele2 appeal.**

(ii) 2025/26 Budget

A budget for 2025/26 was agreed and it was **RESOLVED to request a Precept of £64,289.62 from Cornwall Council. This equates to an 8p increase on the amount of council tax paid by band D properties.**

It was **RESOLVED to replace the Bench at the top of Porthpean Beach Road in the next financial year.**

(iii) It was noted that the Local Government Pay award for 2024/25 has now been agreed and Cllr Wright has checked the Clerk's calculations. It was also noted that the Real Living Wage rate for 2024 has now been set.

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

SO	JB Kneale	Quarterly rent for space in car park	£ 212.50
DD	EE	Mobile phone monthly charge	£ 19.42

			£
DD	BT	Telephone and internet	59.94
			£
DD	SWW	Quarterly charge for water (Pattern Hall)	87.03
			£
DD	SSE Energy	Quarterly charge for electricity (Pattern Hall)	289.50
			£
DD	SSE Energy	Quarterly charge for electricity (toilets)	231.08
			£
DD	Lloyds Bank	Credit card	95.07
			£
DD	Pennon Water	Monthly charge for water (public toilets)	150.00
			£
DD	Unity Trust Bank	Monthly bank charges	6.00
			£
BACS	Cornish Barbarians	Grant	250.00
	A & A Garden		£
BACS	Services	Cutting SWCP and inland PRoW	2,900.00
			£
BACS	Biffa	Waste disposal	26.38
			£
BACS	SLCC	Share of Clerk's membership renewal	162.50
			£
BACS	Salaries and oncosts	Salaries and oncosts	£4,270.09

(24/104) Meetings/Training Attended

- 22 October Regatta Working Party met on site
- 22 October – Cllr Reynolds attended a Cornwall Council briefing on Local Plans, Class Q developments and Permitted Development
- 23 October – Regatta Working Party met to discuss outcome of the site meeting
- 23 October – Cllr Bull attended the South Cornwall Community Area Partnership meeting. Cllr Bull gave a brief verbal report
- 31 October – Clerk attended training on practical compliance for CCTV
- 5 November – Chairman and Clerk met with David Harland to discuss the donation of artifacts from Charlestown Shipwreck Treasure Museum
- 7 November – Cllr Sue Leach attended Cornwall Council's Planning Policy updates meeting. Cllr Leach reported on the Shoreline Management Plan and its implications for St Austell Bay Parish. The officer in charge of the Plan is to be invited to speak to councillors at a date in the future.
- 7 November – Clerk attended Cornwall Council's budget briefing and the implications of second homes council tax.
- 11 November – Cllr Reynolds laid a wreath at the memorial in Higher Porthpean on behalf of the parish council. Cllr Reynolds reported that the event is currently organised by Kathy Still but she no longer lives in the village. Cllr Sanders offered to take on the event should Ms Still not wish to continue. Cllr Foster enquired why a wreath is not laid at St Paul's Church and the matter is to be discussed next year.
- 12 November – Cllr Reynolds attended a meeting of the Environment and Climate Crisis Working Party
- 19 November – Cllrs Sue Leach and Cllr Sanders attended a Marine Conservation Society workshop. Cllr Leach gave a brief verbal report.

(24/105) Correspondence

A list of correspondence had been previously circulated and in addition the following correspondence had been received since publication of the agenda:

- Community Levelling Up Fund update
- 16 Days of Action to Raise Awareness to help end violence towards women and girls

(24/106) Dates for the Diary

- 27 November – CALC meeting regarding the possible introduction of hybrid meetings and proxy voting (Clerk to attend)

(24/107) Dates of future Parish Council Meetings

19 December 2024. 16 January, 20 February, 20 March, 17 April, 15 May 2025.

The meeting closed at 7.21 pm

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Chairman

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Date

Agenda Item 13

Correspondence Received

The following correspondence has been received since the last meeting

- Invitation to attend Cornwall Council's budget stakeholder online event on 12 December
- Community Levelling Up Programme interim report
- Clean Cornwall newsletter
- Cornwall Council's Neighbourhood Planning newsletter
- Government consultation on the possible introduction of hybrid meetings and proxy voting
- NHS Cornwall and Isles of Scilly: 10 Year Plan
- CALC Training bulletin