

Dear Councillor

You are summoned to attend a **Meeting** of **St Austell Bay Parish Council** to be held on **Thursday 18 September 2025** at **6.00 pm** in **The Pattern Hall, Charlestown Road**.

Rachel Trudgeon

Rachel Trudgeon

Clerk

08 September 2025

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 6 August 2025

To resolve that the minutes of the above meeting be signed as a correct record of the meeting.

Page 5

3. Matters to note

To receive a verbal update from the Clerk on matters progressed since the last 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) PA25/06163 - Porthpean Golf Club: 8 letting rooms along with building accommodating golf simulator and plant room
The applicant has been invited to speak

(ii) PA25/05807 – 10 Quay Road Charlestown: Proposed siting of a shepherds hut for holiday accommodation purposes.

(iii) PA25/06140 – 8 Duporth Bay: Proposed demolition of side extension, construction of new extension, balcony, garage roof and internal alterations plus associated works without compliance with condition 2 of decision notice PA24/07056 dated 22.11.2024.

(iv) PA25/06282 – Millwood House Charlestown: Application for tree works within a Tree Preservation Order (TPO) area. Crownlift of Sycamore over Highway, letter issued by Highways ref: MW/E/1376990 and removal of Beech in Millwood House woodland, overhanging boundary to The Grove Care Home.
(Amended plans)

(v) PA25/06216 64: Charlestown Road: Application for tree works within a conservation area: Removal of apple tree.
This application is for notification only

(b) To ratify to the comments of the Parish Council received during August.

(i) PA25/04450 – 7 Charlestown Road: New fence boundary, replacement matching windows, re-slate roof with reclaimed

natural slates off existing roof, enlarge existing rear window by combining 2 smaller windows, alter existing rear window to form door and block up existing rear door with matching materials.

The parish council responded had no objections

(ii) Pa25/06014 – Woodland at Duporth Estate: Works to trees subject to a Tree Preservation Order. Works include the crown reduction of a Turkey Oak (T19) by four metres to leave a radial crown spread of four metres and an overall tree height of fifteen metres.

The parish council had no objections

(iii) Pa25/04322 – 11 Ridgewood Close: Proposed first floor extension, detached single garage and associated internal alterations.

The parish council had no objections.

(iv) PA25/05293: Open space South of Rashleigh Road: Works to trees subject to a Tree Preservation Order (TPO), works include T1 Lawson Cypress – Fell to ground level and replace with Sessile Oak Standard. *Subject to the Forestry Officer's comments the parish council had no objections*

9. Charlestown Regatta Playing Field

To consider responses received to questions raised to Cornwall Council regarding the draft Management Agreement

*Previously
Circulated*

10. Damage to Information Board at Porthpean

To note that the information board adjacent to Porthpean beach has been damaged and to approve expenditure on a replacement

11. Highways Matters

Duporth Road Residents Parking Scheme

To receive an update on the Public Consultation

12. Financial Matters

(i) To note that the External Audit is now complete and no matters were raised.

Appendix (i)

(ii) To note current balances and authorise expenditure

Appendix (ii)

13. Meetings/Training Attended

To note any meetings or training attended by councillors or the Clerk

14. Correspondence

To note correspondence received since the last meeting

p 6

15. Dates for the Diary

To note any forthcoming dates for members' diaries

p7

16. Exclusion of the Public and Press

Under Section 1(2) of the Public Bodies (admissions to Meetings Act 1960), it is proposed that the public and press will be excluded from the meeting as the following agenda item relates to a confidential matter).

17. Land Transfer

To agree Heads of Terms

- 18. Dates of future Parish Council Meetings**
16 October, 20 November, 18 December 2025

MINUTES of an EXTRAORDINARY MEETING of ST AUSTELL BAY PARISH COUNCIL held on WEDNESDAY 6 AUGUST 2025 at 6.00pm in The Pattern Hall, Charlestown

Present: Cllrs Bill Leach, Sue Leach, Nick Foster, Sandie Bailey, Richard Hallows, Jackie Bull, Lyndon Allen and Richard Whitehouse.

In attendance: Julie Larter (Assistant Clerk)

(25/059) Apologies for Absence

Apologies were received from Cllrs Chrissie Wright.

(25/060) Minutes of a Meeting the Parish Council held on 17 July 2025

It was **RESOLVED** that the minutes of the Parish Council held on 17 July 2025 should be signed as an accurate record of the meeting.

(25/061) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(25/062) Public Participation

There were no members of the public present.

(25/063) Chairman's Announcements

The Chairman congratulated Cllr Bailey and St Austell Society of Artists on their first class exhibition.

The Chairman said that Rachel Trudgeon has made an excellent start as the new Clerk.

(25/064) Plots of Land in Charlestown owned by Wain Homes

Wain Homes has offered the freehold of the following parcels of land to the Parish Council provided the Parish Council pays the legal costs of the transfer: The Pattern Hall, the Regatta Playing field, Church Road football field, the Church Hall and car park.

A RESOLUTION was passed stating that the council shows willingness to accept the offer and shows huge gratitude for the offer and the council looks forward to working with Wain Homes towards a satisfactory outcome.

The Clerk is to contact Peter Crawford to arrange a series of meetings.

(24/067) Dates of future Parish Council Meetings

18 September, 16 October, 20 November, 18 December 2025.

The amended date for September's meeting was noted.

The meeting closed at 6.32pm

.....
Chairman

18 September 2025

August 2025 Payments Authorised

DD	SSE	Quarterly electricity – The Pattern Hall	£415.68
DD	SSE	Quarterly electricity – Public toilets	£231.49
SO	J Kneale	Quarterly lease	£212.50
DD	EE	Mobile phone monthly charge	£15.60
DD	BT	Internet	£65.04
DD	Lloyds Bank	Credit card	£88.23
DD	Pennon Water	Monthly charge for water (public toilets)	£202.00
DD	South West Water	The Pattern Hall 17/04/25-14/07/25	£209.00
DD	Unity Trust Bank	Monthly bank charges	£6.00
BACS	APS Construction	Installation of Card Reader	£162.00
BACS	GOPAK	Small table trolley x2	769.22
BACS	Fowey Systems	Annual Fire Alarm Maintenance & Service	311.10
BACS	CIS	Safety & Workwear standard Coat and Embroidery	30.83
BACS	Duchy Defibrillators	Annul Monitoring Fee	246.00
BACS	Scribe	Scribe Accounts Renewal	673.92
BACS	CALC	Code of Conduct training – Cllr Bailey	30.00
BACS	Lyreco	Stationary	28.56
BACS	Vision ICT	Website Hosting 7 Support Sept 2025-26	258.00
BACS	Vision ICT	Email hosting	£16.00
BACS	ITEC	Monthly Printing Charge	43.04
BACS	BDO	Limited Assurance Review for the year ended 31/3/25	378.00
BACS	SLCC	ILCA Qualification Fee (Parish Clerk)	144.00
BACS	SLCC	Agenda & Minutes Training Nov (Parish Clerk)	72.00
BACS	SLCC	New Clerk Series 3 of 4 Training (Parish Clerk)	24.00
BACS	BIFFA	Waste Collection	60.67
BACS	Salaries and oncosts	Salaries and oncosts	£3,867.49

Agenda Item 19

Correspondence Received

- A request from a member of the public to install a general waste bin at the recreation ground on Church Road.
- Notification of the Streetlighting Initiatives next phase, switching of streetlighting (midnight to 5am) at the beginning of September.
- Invitation to all local Clerks and Councillors to join on the 30th September for updates on Neighbourhood Planning and Neighbourhood Priorities Statements.
- Notification: Made Order of Footpath No9, St Austell Bay (part) (Little Trenarren Farm) Public Path Division Order 2013.
- Communication from Cornwall Council regarding Public Spaces Protection Order, Review of existing dogs ban on beaches.
- Charlestown History Group requested our views on replacing the telephone box with a red K6 telephone box.
- Notification of maintenance work and closure of Tregorrick Road on the 11th September
- Notification received Gas reinforcement works are to be carried out on the junction of Cromwell Road, Porthpean Road and Polmear road on the 8th October