

Dear Councillor

You are summoned to attend a **Meeting** of **St Austell Bay Parish Council** to be held on **Thursday 20th November 2025** at **6.00 pm** in **The Pattern Hall, Charlestown Road**.

Rachel Trudgeon

Clerk

11th November 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 16 October 2025

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

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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' 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) PA25/08158 – Street Record Church Road Charlestown: Works to trees covered by a Tree Preservation Order (TPO) Beech – Cutting back of vegetation over the highway.

(ii) PA25/08153 – Street Record Duporth Road Charlestown: Works to trees subject to a Tree Preservation Order for T1, Ash (T17 of C2/82), fell due to Ash dieback and risk of significantly sized limbs falling in high winds. Replacement tree could be replanted in safer location. G3.1, Beech, fell, due to stem failure, Kretzschmaria deusta at base and significant basal/stem decay. Replacement tree could be replanted in safer location. G3.2 Beech, removal of limb, due to overhanging of road and significant bark inclusion, structural weaknesses and potential failure. A.1, Ash, removal, due to Ash dieback and risk of falling in high winds. WL area, indigenous species largely Beech and Ash, and some scrub vegetation, lopping proposed (as per photos provided), to achieve the Council's minimum clearance of 5.2m above the carriageway and a minimum clearance width of 0.5m past the edge of the carriageway footway, supporting highway safety in terms of pedestrians and vehicles.

(b) To ratify the comments of the Parish Council due to time constraints given.

(i) PA25/06765 – Dunstan House The Drive Duporth: Works to trees subject to a Tree Preservation Order (TPO), works include T1 Mature Turkey Oak, removal of limb over house as per photo. T2 Sycamore removal of small limb toward house T3 Sycamore removal of stunted and damaged tree of poor form, low amenity

value.

The Parish Council had no objections subject to the Tree Officers comments are complied with.

(ii) PA25/02116 - Venetian Healthcare Ltd 181 Charlestown Road Charlestown: New Build two-storey extension to the existing care home and localised tree removals

The Parish Council had no objections subject to the Tree Officers recommendations are being followed

(iii) PA25/06163 – Porthpean Golf Club Porthpean:8 Letting rooms along with building accommodating gold stimulator and plant room.

The Parish Council Agreed to Disagree – with conditions imposed by the Planning Officer.

9 Christmas Tree

To consider having a Christmas Tree at The Pattern Hall

10. Highways Matters

(i) Duporth Road Residents Parking Scheme – To receive an update of Public Consultation

(ii) Duporth Estate – To consider conducting a survey on the suitability of double yellow lines.at various points in Two Coves/An Arvor

(iii) To discuss the Community Area Partnership Highways Improvement Plan

11. Financial Matters

To note the current financial position and authorise payments

Appendix 1

12 Meetings/Training attended

To receive an update from meetings or training recently attended by members or the Clerk

13 Correspondence

To note correspondence received since the last meeting

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14. Dates for the Diary

To note any forthcoming dates for members' diaries

15. Dates of future Parish Council Meetings

18 December 2025 15 January 2026

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

Present: Cllrs Jackie Bull, Sandie Bailey, Richard Hallows, Richard Whitehouse and Lyndon Allen

In attendance: 5 members of the public, Rachel Trudgeon (Clerk)

(25/085) Apologies for Absence

Apologies were received from Cllr B Leach, Cllr S Leach, Cllr Foster , Cllr Mustoe and Cllr Wright

(25/086) Minutes of a Meeting of the Parish Council held on 18th September 2025

It was **RESOLVED** that the minutes of a Meeting Held on 18th September 2025 should be signed as an accurate record of the meeting.

(25/087) Matters to Note

The Clerk reported that she has contacted Cornwall Council suggesting signage be placed at Footpath 26 as it was reported to the Parish Council a footpath was being used by a Horse rider.

The Clerk is liaising with the Card reader provider for the public toilets to be reactivated, she confirmed the disabled facilities were now accepting cash and were being checked daily.

The clerk reported the second cut had been completed and Bridleway 6 has been revisited and any overgrown vegetation blocking the bridleway has been removed.

(25/088) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(25/089) Chairman's Announcements

The Vice Chairman had no announcements to make

(25/090) Cornwall Councillor Report

Cllr Mustoe report had been circulated

Cllr Mustoe's full report is on the Parish Council's website.

(25/091) Public Participation

A member of the public said they wanted to bring to the attention of the Parish Council the impact of the public toilets being out of service to local businesses and the general public

The Clerk was aware (see Matter to Note) of the issue and that it was a priority to resolve.

The Vice Chairman said she was happy for members of the public to speak when the appropriate planning application was being discussed.

(25/092) Planning Applications and Related Matters

(i) PA25/05807 – 10 Quay Road, Charlestown: Proposed siting of a Shepherds Hut for holiday accommodation purposes.

It was **RESOLVED** that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the Parish Council Supported the application

Proposed Cllr Hallows Seconded Cllr Allen Three in favour one against.

(ii) PA25/07250 – 101 Porthpean Road: Proposed ground floor and first floor extension and refurbishment 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 application.**

Proposed Cllr Hallows Seconded Cllr Allen All in favour

(iii) PA25/07328 – 1 Quay Road, Charlestown: Non material amendment in relation to decision notice PA25/01500 dated 07/07/2025 for revised approach and raising of sunroom and inset balcony to permit access form carport, provision of escape window to bedroom 3 and sliding door to sunroom in lieu of French doors and separate window.

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**

Proposed Cllr Allen Seconded Cllr Hallows All in favour

(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)

The Tree Officer's report had been circulated and the application had been approved
It was **Resolved the Councillors had no comments to make.**

(b) The following application was responded to in October due to time constrictions.

(i) PA25/06882 – Trevean, Porthpean Beach Road: Reserved Matters application for access, appearance, landscaping, layout and scale following outline approval PA21/11667 dated 19/07/2022 for the construction of a single dwelling and associated works without compliance with condition 1 decision notice PA24/04786 dated 13/09/2025. No Objections.

It was **RESOLVED to ratify the decisions made.**

**Proposed Cllr Hallows Seconded Cllr Bailey All in favour
(25/093) Additional Waste Bin**

It was **RESOLVED that the Clerk would contact Cornwall Council to see if they would be able to provide a general waste bin.at the recreation ground on Church Road.**

(25/094) Remembrance Day Commemoration

It was **RESOLVED that the Chairman or Vice Chairman would contact the Reverend Canon Paul Arthur to discuss the Parish Council laying a wreath at St Pauls Charlestown on Remembrance Sunday.**

Proposed Cllr Bull Seconded Cllr Allen All in favour

(25/095) Highways Matters

Duporth Road Residents Parking Scheme - . This matter was deferred pending receipt of a report on the outcome of the public consultation from the Highways Officer.

It was noted due to Road Traffic Regulation Act 1984 S.14: Temporary Prohibition of Traffic at Ridgewood Close, St Austell from the 20th October 2025 to the 24th October 2025 (7:30-17:00 hours)

(25/96) Financial Matters

The current financial position was noted and the following payments authorised

Proposed Cllr Whitehouse Seconded Cllr Bailey All in favour

(i) October 2025 Payments Authorised

DD	EE	Mobile Phone Monthly Charge	15.60
DD	BT	Internet	65.04
DD	Lloyds Bank	Credit Card	3.00
DD	Pennon Water Services	Public Toilets	202.00
DD	Unity Trust Bank	Monthly Ban Charges	6.00
DD	The Renewable Energy	TBC-New Provider	
DD	The Renewable Energy	TBC-New Provider	
		The Pattern Hall Final Invoice - 1/8/25 to	
DD	SSE Energy	30/09/2025	308.57
		Public Toilets Final Invoice - 01/08/2025 to	
DD	SSE Energy	30/09/2025	154.20
DD	Xerox	Printer Lease	141.26
BACS	Duchy Defibrillators	Annual Monitoring Duporth Chalets	390.00
BACS	BIFFA	General Waste	30.34
BACS	ITEC	Monthly Printing Charge	23.92
		Biennial fee for .gov.uk domain Dec 25 to	
BACS	Vision ICT	Nov 27	78.00
		1 st May uncontested Parish Election	
BACS	Cornwall Council	Recharges	536.80
BACS	Salaries and oncosts	Salaries and oncosts	2718.82

DRAFT

(25/097) Correspondence

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

Email received regarding placement of a new telegraph pole

Communication received from Cornwall Council - Charlestown speed readings

(25/098) Dates for the Diary

No dates for the diary

(24/099) Dates of future Parish Council Meetings

20 November, 18 December 2025.

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The meeting closed at 6.38 pm

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20th November 2025

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Correspondence Received

- Invite to CALC AGM
- CALC training opportunities
- Cornwall Council – Community Highways Improvement Plan
- Cornwall Council – Youth Council
- Cornwall Council – Invite to Cornwall Community Flood Forum Annual Conference
- Cormac – Postponement of Surface Treatment Works – Ridgewood Close, Duporth
- Cornwall Council – Town and Parish Council Newsletter
- Cornwall Council – Action notes of the recent Cornwall South Area Community Partnership Meeting and invite to discuss.