

Carlyon Parish Council

Dear Councillor

You are summoned to attend a **virtual** meeting of **Carlyon Parish Council** to be held on **Tuesday 23 February 2021 at 6.00 pm.**

Julie Larter

Mrs Julie Larter
Clerk
16 February 2021

01872 501101
clerk@carlyon-pc.gov.uk

<https://zoom.us/j/92753288612?pwd=NUcwOGxTcUVacDRYSzU0enVrUC9BUT09>

Meeting ID: 927 5328 8612

Passcode: 497218

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 26 January 2021

To resolve that the minutes of the above meeting be signed as a correct record of the meeting Pages 4-6

3. Declarations of Interest on Items on the Agenda

(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.

4. Chairman's Announcements

5. Public Participation

The Chairman will invite Members of the public to address the meeting in relation to the business to be carried out at 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

6. Cornwall Councillor's Report

To receive a report from Cllr Tom French CC

7. Planning Applications and Related Matters

(a) To consider a response to consultation by the Planning Authority on the following planning application and on any applications received after publication of this summons

(i) PA21/00431 – 50A Beach Road: Carry out works to trees along Beach Road

(ii) PA20/10498 – 5 Wheal Regent Park: Part conversion and extension of existing double garage with ancillary accommodation over to form self contained annex

(iii) PA21/00287 – Greenacres, Tregrehan: First storey extension

(iv) PA21/00544 – Cranford, 6 Appletree Lane: Copper Beech – Crown raise of approx. 2-3m. Crown reduction of approx. 40%. Scots Pine – Removal of lowest limb heading towards house. Also dead wood removal whilst present in crown

(b) To note the current situation regarding the following planning applications:

(i) PA20/01824 – 1 Nettles Corner, Boscundle: Construction of rear extension to the property and internal reconfiguration to form additional bedroom, kitchen and dining area and replacement garden room
Cornwall Council issued a 5 Day Protocol letter, the parish council upheld its objection but agreed to disagree with the planning officer and the application has been passed

(ii) PA20/04542 – 9 Boscundle Close: Proposed woodland holiday lodges and associated works

(c) PA20/02910/PREAPP – Beach Road, Windsor Drive and Carlyon Bay Golf Course: Request for a Tree Preservation Order

To note the outcome of the parish council's request: Cornwall Council will not be making a Tree Preservation Order

Pages 8-9

8. Neighbourhood Plan

To note the current situation and authorise any expenditure

9. Policy Review

To adopt a new Equal Opportunities Policy and review the following policies: Complaints, Social Media, Information and Data Protection, Disciplinary, Local Government Pension Scheme Employers Discretion

Previously circulated

Policy, Grievance, Media and Publicity, Model Publication, Risk Assessment, Risk Management Strategy, Standing Orders, Safeguarding

10. Verge Maintenance

To consider entering into an Agency Agreement with Cornwall Council to maintain verges within the parish

11. Parish Projects

To discuss and prioritise projects for 2021/22

12. Eden Geothermal Community Fund

To consider making an application to the fund

13. Speed Monitoring

To discuss the outcome of speed monitoring exercises recently conducted in the parish

Previously
circulated

14. Parish Issues

(i) Tregrehan Playing Fields

To note the current situation and note any concerns

(ii) Carlyon Recreation Area

To note any concerns

(iii) Beach Development

To note any concerns

(iv) Highways

(a) To accept a quote for pavement weed spraying for the forthcoming year

(b) To note any highways concerns

15. Financial Matters

(i) *To review the council's Asset Register and insurance renewal documents to ensure that sufficient insurance cover is in place*

Appendix (i)

(ii) *To note the current financial position and authorise payments*

Pages 10-11

16. Training/Meetings Attended

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

17. Correspondence

To note any correspondence received since the last meeting

Page 12

18. Dates for the Diary

To note dates for members' diaries

19. Dates of Forthcoming Meetings

23 March, 27 April, 27 April (Annual Parish Meeting also), 18 May 2021 (Annual Meeting of the Parish Council)

Note: All meetings will be held virtually until guidance changes

**MINUTES of a MEETING OF CARLYON PARISH COUNCIL held on TUESDAY 26
January 2021 at 6.00 pm
(This was a virtual meeting)**

Present: Cllrs Paul Trudgian (Chairman), Graham Entwistle, Myles Breary, Ann Taylor, Mark Seckerson, Alan Moore, Heidi Clemo, Jane Chantrill-Burns

In attendance: Cllr Tom French, CC: Julie Larter (Clerk); 5 members of the public.

(20/113) Apologies for Absence

Apologies were received from Cllr Mike Thompson

(20/114) Minutes of an Extraordinary Meeting of the Parish Council held on 14 January 2021

It was **RESOLVED** that the minutes of an Extraordinary Meeting of the Parish Council held on 14 January 2021 be signed as an accurate record of the meeting.

(20/115) Declarations of Interest on Items on the Agenda

There were no declarations of Interest.

(20/116) Chairman's Announcements

The Chairman stated that he was aware that some members of the public may have been surprised by the parish council's "no objections" response to CEG's beach application and for clarity he read out the full comments that were submitted to Cornwall Council. He said that he felt it was the responsibility of Cornwall Council to address the concerns highlighted in the parish council's response.

(20/117) Public Participation

A member of the public said that he has asked Cllr French to call in the Crinnis Beach application in order that it could be determined by the full council. The member of the public then asked the parish council to consider taking the same course of action. The member of the public enquired how councillors voted on the application at the last meeting and it was established that it was a unanimous vote.

Cllr Moore agreed with the member of the public that the safety of this development is paramount and that the parish council needs to remind Cornwall Council of the important role it plays in this application.

(20/118) Cornwall Councillor's Report

Cllr French reported that he has spoken to the Planning Officer regarding the Crinnis Beach application. No decision has been made on the application and it is likely to be quite a while before it is. The Planning Officer is particularly keen to receive the Environment Agency's report. An agreement will be in place for the management and maintenance of the sea defences – a management company will be set up and will own the land, Cornwall Council will have no liability for the defences or the site in future. The planning officer is aware of concerns regarding parking. Cllr French added that he cannot call the application in at the present time and if he was minded to do so, the application would be considered by the Planning Committee, not the full council.

(20/119) Planning Applications and Related Matters

(a) PA20/11038 – 34 Fairway: Extensions to dwelling and associated 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 proposal.**

(b) PA20/11526 – 21 Sea Road: Non material amendment in relation to Decision Notice PA20/04778 dated 21 August 2020. Details of this application were circulated to members and no issues had been raised by members in the permitted timeframe.

(c)

(i) PA20/01824 – 1 Nettles Corner, Boscundle: Construction of rear extension to the property and internal reconfiguration to form additional bedroom, kitchen and dining area and replacement garden room (revised plans)

It was **RESOLVED that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the parish council's original objection still stands.**

(ii) PA20/04542 – 9 Boscundle Close: Proposed woodland holiday lodges and associated works

The Clerk reported that this application is currently on hold as ecology and land contamination report have only just been submitted and are currently out for consultation with the relevant officers.

(iii) It was noted that an appeal for application PA20/03743 – Land at Holmbush Road: Construction of Petrol Filling Station and linked store (Sui generis use) and associated development has been lodged with the Planning Inspectorate.

(20/120) Neighbourhood Plan

Cllr Entwistle reported that consultation on the draft plan is still ongoing. Responses have been received from 5 consultees so far. A parish assets list needs to be compiled. The Chairman asked Cllr Moore if he could help him draft a narrative on Wheal Eliza.

(20/121) Verge Maintenance

A contractor is interested in quoting for the work but maps received from Cornwall Council are unhelpful. The Clerk is to forward the maps to the Chairman, Cllrs Chantrill-Burns and Cllr Breary for review.

(20/122) Parish Projects

A discussion took place around which projects to take forward next financial year and it was agreed in principle to install additional play equipment in Tregrehan. The possibility of installing adult exercise equipment in Sea Road field will be discussed next month and the Clerk was asked to contact Brend Hotels to see if this would be permitted.

The Clerk was asked to speak to the contractor and ask him to clear the wild flower area in Sea Road.

(20/123) Eden Geothermal Community Fund

Cllr Chantrill Burns has been in contact with the Repair Café organisation. The concept of the organisation is to pass on skills and knowledge. The café could be funded from grant money available from the Eden Geothermal Community Fund and may not have to be a parish council initiative. Clarification will be sought whether the parish council could apply

for a grant for its own projects and a steering group for the repair café be set up and apply in their own name. The matter will be discussed next month.

(20/124) Speed Monitoring

(a) Speed Monitoring on A390

Results of the speed monitoring exercise undertaken by Cormac in October 2020 had been previously circulated. Cllr French stated that it was difficult for pedestrians to cross the road and that he was willing to back the parish council on their wishes and suggested that if a crossing was nearer the A391 junction it may be easier to incorporate into the lighting sequence. Councillors felt that the speed of traffic was more of an issue and Cllr French is to ask the Highways Manager what can be done about it. Cllr French suggested that maybe a flashing speed sign could help.

(b) Bodelva Road

Results of the speed monitoring exercise undertaken by Cormac in November 2020 had been previously circulated. The report identified that approximately 80% of vehicles are exceeding the speed limit when they approach the childrens' playground and there is no footpath there. Councillors felt that some form of speed reduction or traffic calming measures are needed and possibly the speed limit could be pushed back further up from the village. The Clerk was asked to speak to the Highways Manager for possible solutions.

(20/125) Parish Issues

(i) Tregrehan Playing Fields

The Clerk reported that Helen Nicholson has written the necessary Directors Report and it was likely that Cornwall Council would want to transfer the freehold rather than attach the field devolution to the carhouse lease as had previously been mentioned. There may be a capacity issue within Cornwall Council and the transfer may take some time.

(ii) Carlyon Recreation Area

There was nothing to report.

(iii) Beach Development

A complaint has been received regarding litter on Shorthorn Beach which the Clerk has passed on to CEG. Councillors stressed the need to ensure that liaison group meetings resume.

(iv) Tree Preservation Orders for Carlyon Bay

The matter is ongoing.

(v) Highways Concerns

Concerns remain about traffic speeds and poor lighting on Cypress Avenue and the Clerk was asked to chase Cormac. There was a report of suspicious activity on Cypress Avenue which the Clerk will speak to PCSO Carpenter about.

(20/126) Financial Matters

Current balances were noted and the following payments were authorised:

DD	Lloyds Bank	Credit card monthly fee	£3.00
BACS	Vision ICT	Website hosting and domain renewal	£282.00
BACS	St Austell Bay PC	50% share Clerk's membership SLCC	£146.50
BACS	Mrs J Larter	December salary	*
BACS	Cornwall Pension Fund	EE and ER contributions	*
BACS	Complete Weed Control	Pavement moss weedspraying	£96.00

(20/127) Meetings/Training Attended by Councillors or the Clerk

None.

(20/128) Correspondence Received

A list of correspondence had previously been circulated and in addition to this the following correspondence had been received after publication of the summons:

- A complaint about footpath 26 regarding the erection of a fence and the surface of the path. Surface issues will be addressed in the spring
- Complaint about litter on Shorthorn Beach
- Details of a Cornwall AONB survey for completion by members

(20/129) Dates for the Diary

10 February – Eden Community Liaison meeting – Cllr Moore to attend

23 February – Neighbourhood Plan Steering Group meeting

(20/130) Dates of Forthcoming Meetings

26 January, 23 February, 23 March, 27 April (also Annual Parish Meeting), 18 May 2021 (Annual Meeting of the Parish Council)

(20/131) Exclusion of Public and Press

Under Section 1(2) of the Public Bodies (admission to Meetings) Act 1960, it was

RESOLVED that members of the public and press be excluded from the meeting for the following item as it related to confidential staffing matters.

(20/132) Request from the Clerk

The Clerk intends studying for a 2 year part time MA in Public Leadership and Management at De Montfort University. The Clerk will fund the course herself and asked the council to consider granting her paid study leave in order to attend teaching sessions in Leicester. It was **RESOLVED to grant the Clerk paid study leave in order to attend 4 x 2-day contact sessions per academic year.**

The meeting closed at 7.03 pm.

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Chairman

Date

Julie Larter
Trethella Cottage
Ruan Laniorne
Truro
Cornwall
TR2 5NU

My ref: PA20/02910/PREAPP
Date: 29th Jan 2021

Dear Julie Larter,

Re: Tree Preservation Order (TPO) Request

I refer to your enquiry concerning the above and would inform you that this letter is written on the basis of the information supplied with your enquiry, Council records, reference to internet based mapping systems, a site visit and an amenity assessment.

The Site

The sites are domestic gardens and the local Golf Course

The Tree

The trees are a variety of species

Amenity

In order to serve a TPO it must be expedient in the interests of amenity to do so and so usually the trees must make a significant contribution to the amenity of an area.

On this occasion it is considered that the trees do fulfil this requirement as they contribute to the local landscape and are visible from public areas.

Threat

The Application states that:

The trees in Beach Road and Windsor Drive are unlikely to be under threat for development purposes but they are under threat of uncontrolled removal by homeowners for trivial reasons. They are important features in a densely built environment.

Conclusion

As tree preservation orders are a legal document and a permanent land charge they are onerous on the landowner and so the Council only serves them when

appropriate. There are currently some 1600 TPO's in Cornwall which protect many thousands of trees and I trust that you will understand that the Council will only create a TPO where it is essential to do so and in the face of clear evidence of likely harm to the visual amenity of the locality.

Consideration of ecology within the site is not a key issue for deciding if a preservation order is required. This is because protected species and habitats are covered by legislation other than the Town and Country Planning Act which gives the power to impose a tree preservation order. Where there is evidence of harm to protected species then this should be notified to the police and to Natural England.

To justify a TPO trees must have significant visual amenity value and be under a specific threat of being either badly pruned or removed entirely.

The Application does not contain a reason why the trees on the Golf Course are under threat and presumably the Course is responsibly managed which is why there are so many trees on the site and this seems to indicate that they are valued by the Owners.

The highlighted threats to the other trees is that they may be removed by Homeowners but these are mature trees that have been in situ for decades which seems to indicate that the Homeowners are happy with them and so not likely to remove them. Some of the trees are large species growing in small gardens and they may not be sustainable into the future and although they do have amenity value we need to consider the appropriateness of imposing the retention of a large species tree within a small garden.

If a specific threat is highlighted to specific trees then we can revisit this decision but currently it does not seem that a TPO is justified.

Yours sincerely

Alan Rowe

Tree Officer (TPOs + Enforcement)
Planning and Sustainable Development Service
Cornwall Council
Tel: 01872 224474
Email: planning@cornwall.gov.uk

Carlyon Parish Council Budget Monitor Report to 31 January 2021

	Budget £	Expenditure £	% of Budget £
Employee Costs			
Clerk's salary (including oncosts)	£ 10,250.00	£ 7,405.18	72.25%
Training & conference expenses	£ 1,000.00	£ 212.50	21.25%
Clerks Room Allowance	£ 286.00	£ 272.00	95.10%
Clerk's travel and subsistence	£ 300.00	£ 182.70	60.90%
Total employee related costs	£ 11,836.00	£ 8,072.38	68.20%
Administration Costs			
Office expenses	£ 600.00	£ 113.97	19.00%
Postage	£ 150.00	£ 83.66	55.77%
Photocopying	£ 150.00	£ 101.50	67.67%
Office equipment	£ 600.00	£ 344.39	57.40%
Insurance	£ 600.00	£ 357.71	59.62%
Subscriptions	£ 700.00	£ 687.49	98.21%
Website	£ 500.00	£ 295.00	59.00%
Audit Fees	£ 500.00	£ 440.00	88.00%
Bank charges	£ 150.00	£ 110.00	73.33%
Books and Publications	£ 100.00	£ -	0.00%
Meeting Expenses	£ 300.00	£ 30.00	10.00%
Total Administration Costs	£ 4,350.00	£ 2,563.72	58.94%
Other Expenses			
Chairman's Allowance	£ 100.00	£ -	0.00%
Councillors Travel/Subsistence	£ 500.00	£ -	0.00%
Street Furniture Maintenance	£ 1,500.00	£ 25.00	1.67%
Devolved Services	£ 1,000.00	£ 600.00	60.00%
Parish Projects	£ 7,000.00	£ 6,304.63	90.07%
Carlyon Recreation Field	£ 2,000.00	£ 1,720.00	86.00%
Tregrehan Recreation Fields	£ 1,500.00	£ -	0.00%
Footpath maintenance	£ 600.00	£ 610.00	101.67%
Neighbourhood Plan	£ 2,000.00	£ 1,081.23	54.06%
Neighbourhood Plan Grant	£ -	£ -	
Total Other Expenses	£ 16,200.00	£ 10,340.86	63.83%
Total VAT		£ 1,219.29	
Total Expenditure	£ 32,386.00	£ 22,196.25	68.54%
Reserves			
Election Fund	£ 2,000.00	£ -	0.00%
Community building	£ 70,000.00	£ -	0.00%
Flood Alleviation	£ 5,000.00	£ -	0.00%
General Contingency	£ 2,380.00	£ 1,620.00	68.07%
Total Reserves	£ 79,380.00	£ 1,620.00	2.04%
Income			
Precept	£ 26,827.81	£ 26,827.81	100.00%
CTSG	£ -	£ 284.90	

VAT	£	-	£	1,612.44
Bank Interest			£	86.69
CIL			£	8,287.88
Other Income			£	1,166.62
Total Income	£	26,827.81	£	38,266.34

Balance as at 31/03/2020			£	99,293.66
	Add income		£	38,266.34
	Less expenditure		£	22,196.25
				£ 115,363.75

Bank Reconciliation

Balance as at 31/01/2021	Current Account		£	24,722.69
	Less outstanding payments		£	-
				£ 24,722.69
Balance as at 31/01/2021	Instant Access		£	90,641.26
	Total Funds Held			£ 115,363.95

Correspondence received since 26 January 2021

- Email from Royal Cornwall Hospital Trust seeking a Non-Executive Board Member
- Town and Parish Council newsletters
- CALC newsletters
- Neighbourhood Planning E-Bulletin
- Survey on the availability of Polling Stations in the parish
- Email from Steve Double MP in response to an email from the Clerk asking him to lobby the Government for the right to retain the use of virtual meetings for parish council business on occasions (Mr Double will support a short extension if required on safety grounds)
- Details of finance courses being offered by CALC
- Winter newsletter from Cormac
- Invitation from Cornwall AONB unit to attend events and courses
- Initiation to attend the film premiere of Cornwall's Climate Stories
- Cornwall Council Planning newsletter