

Carlyon Parish Council

Dear Councillor

You are summoned to attend a **Meeting** of **Carlyon Parish Council** to be held on **Tuesday 21 September 2021 at 6.00 pm** in **Tregrehan Methodist Church**

Julie Larter

Mrs Julie Larter
Clerk
14 September 2021

01872 501101
clerk@carlyon-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 a Meeting of the Parish Council held on 20 July 2021

To resolve that the minutes of the above meeting be signed as a correct record of the meeting Pages 4-8

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 James Mustoe

7. Planning Applications and Related Matters

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

(i) PA21/07417 – 2 Gloucester Avenue: Construction of a single storey extension and alterations to existing dwelling

(ii) PA21/07801 – 15 Crinnis Wood Avenue: Oak – reduce in height by two thirds down to lower branches

(b) To ratify responses to the following planning applications where responses were given under delegated powers

(i) PA21/07453 – 16 Gloucester Avenue: Extension to the rear of the existing dwelling to provide principal bedroom, en-suite and dressing room (*no objections*)

(ii) PA21/06971 – The Beach House, 84 Beach Road: Partial demolition of existing carport, retaining brick piers and rear wall. Erection of smaller carport with external access stair, guarding to flat roof and canopy to back door area together with rebuilding of timber shed (*no objections*)

(iii) PA21/02708 – 4 Boscundle Close: Proposed residential garage and store, hardstanding and associated works (*no objections*)

(iv) PA21/05322 – Bal House, 18 Appletree Lane: Replacement of existing derelict detached 2 storey dwelling with new detached 2 storey dwelling (*no objections*)

(v) PA21/07490 – 85 Sea Road: Non material amendment for combining ground and first floor windows/doors on front elevation terrace/balcony areas, enclosing ground floor terraces on front elevation, change of detail to the high level balustrading to a solid parapet wall to aid weather proofing, string courses, balustrading and portico stonework sizes, profiles and colour revised room over lift shaft shown to PA20/03252 dated 13/08/2020 (*no objections*)

(vi) PA21/06656 – 50a Beach Road: Proposed extensions and alterations including a garden room (*no objections*)

(c) To replying to a letter from Bodmin Town Council seeking support in its response to proposed changes to the planning system

8. Neighbourhood Plan

To note the current situation and authorise any expenditure

9. Consultation on the use of Jetskis

To consider responding to a Government consultation regarding the regulating of jet skis

<https://www.gov.uk/government/news/government-to-clamp-down-on-dangerous-use-of-jet-skis-with-new-legislation>

10. Parish Projects

(i) To receive feedback on the Cycle Tour of Britain Party in the Park and authorise additional expenditure

(ii) To receive an update on current projects and authorise any expenditure

11. Parish Issues

(i) Tregrehan Playing Fields

(a) To approve a quote for a Bat Survey for the Carthouse

(b) To note the current situation regarding devolution of the field

To note the current situation and note any concerns

(ii) Carlyon Recreation Area

To note any concerns

(iii) Beach Development

To note the current situation

(iv) Tregrehan Methodist Church

To note the current situation

(v) Highways

To note any concerns

12. Financial Matters

(i) To note that the External Audit has been completed and no matters were raised

Appendix (i)

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

Pages 9-10

(iii) To authorise payments made in August

Previously circulated

13. Training/Meetings Attended

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

14. Correspondence

To note any correspondence received since the last meeting

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15. Dates for the Diary

To note dates for members' diaries

16. Dates of Forthcoming Meetings

19 Oct, 16 Nov, 21 Dec (Tregrehan Methodist Church), 18 Jan, 15 Feb, 15 March, 19 April (venues to be confirmed)

MINUTES of a MEETING OF CARLYON PARISH COUNCIL held on TUESDAY 20 JULY 2021 at 6.00 pm in Tregrehan Methodist Church

Present: Cllrs Paul Trudgian (Chairman), Myles Breary, Jane Chantrill-Burns, Mark Seckerson

In attendance: Cllr James Mustoe, CC; Julie Larter (Clerk); 2 members of the public.

(21/041) Apologies for Absence

Apologies were received from Cllrs Ann Taylor and Heidi Clemo.

(21/042) Minutes of a Meeting of the Parish Council held on 15 June 2021

It was **RESOLVED** that the minutes of a Meeting of the Parish Council held on 15 June 2021 be signed as an accurate record of the meeting.

(21/043) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(21/044) Chairman's Announcements

The Chairman had no announcements to make.

(21/045) Public Participation

No members of the public wished to speak.

(21/046) Cornwall Councillor's Report

Cllr Mustoe tabled his report.

"The last few weeks have been particularly busy as we look to head out of lockdown restrictions and towards what promises to be a busy summer season., despite annoyingly having to self isolate for the first week in July.

Regarding the issues around speeding in Tregrehan Mills that were raised at the last couple of Parish meetings, Cormac have now responded to me. They say that the previous speed monitoring organised for Tregrehan Mills was carried out at the changeover point of two speed limits, so this may explain why speeds are higher than anticipated, and therefore may not give a true representation of the speeds further into the hamlet of Tregrehan Mills, particularly in the area of the playing fields. Tregrehan Mills is already subject to a 20mph speed limit with associated traffic calming, and some of the entry points into have a priority 'build out' feature in place to encourage slower speeds on entry. We have recently worked with the Parish Council to install the white gateways, to try and further encourage a change in driver behaviour as they approach the hamlet. Therefore if speeds continue to exceed the limit, Cormac suggests contact with the local police team to understand any enforcement or surveillance opportunities. If there is community support, a Community Speedwatch might be something that can also be discussed with the police. Some suggested additional highway improvements that have been provided to the Parish Council recently following their concerns regarding the approach near Linhay Close are shown

below. Cormac stressed that these are high level estimates, and design checks would need to be carried out to finalise any costs and check if the scheme are feasible.

- A priority buildout in the vicinity of the existing speed limit gateway near Linhay Close £6-8K
- New footway from where it ends now into the park (approx. 30 metres) £5-£9K
- 20 roundel road marking and dragons teeth/rumble or visual bars across the carriageway £2K.

I am happy to take this further as the Parish Council suggests, although Cornwall Council have still yet to give an indication as to what form the future local highways budget will take.

I have had a number of contacts recently regarding anti social behaviour around several places in the division, including Crinnis Beach. In every case I have referred to the police, and in particular I am pleased to have reassurance from them last week that they are using 'Beach Patrol' funding from the Police and Crime Commissioner's Office to resource additional patrols around the coastal stretch from Crinnis to Gorran Haven over the summer months. This is down to the local work put in by the St Austell area Sector Inspector and his team and I thank him for listening and taking action here. I have also spoken to some of the impacted businesses on site and ensured that the police have liaised closely with them on further support available and actions they can take in the future. In any case where there is a potential crime being involved, and I am not going to mention specifics, as there are ongoing investigations over several of the incidents that have been reported to me, the first point of call should be to contact the police, both to report any issues that require urgent attendance via 999 or via 101 or the email at 101@dc.police.uk It is only by reporting issues to the police that they are able to form an evidence base and take action, so it really does need to be done. It should go without saying that all forms of antisocial behaviour, particularly some of the reprehensible activity I have seen or been told about over the last few days, is unacceptable but it does need to be reported appropriately so the relevant agencies can do their jobs and investigate and take further action.

Finally, following contact from a local resident I have investigated with Cormac and got going again a solution to a highway drainage issue at Fairway which has been long-delayed. I was pleased to see Cormac take immediate action to support the affected resident in the short term, coming out on a Sunday to help, and also am grateful for the new Cabinet Member responsible for Transport at Cornwall Council, Philip Desmonde for helping with the long-term solution. More information on this as I get it".

(21/047) Planning Applications and Related Matters

(i) PA21/05699 – 25 Haddon Way: Rear extension with decking

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

(ii) PA21/05898 – Newbold Cottage, Tregrehan Mills:

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

It was noted that a consultation on PA21/05322 relating to Bal House, 18 Appletree Lane has been submitted by Cornwall Council but unfortunately it was not received in time for the July agenda. Councillors decided that as the council is not scheduled to meet in

August, unless further planning consultations are received, the council's response will be determined under delegated powers in accordance with Standing Order 16B (xvii).

The Clerk reported that the enforcement case relating to 14 Windsor Drive has now been closed as work had been carried out in accordance with planning application PA19/06827.

(21/048) Neighbourhood Plan

Mr Malcolm has now received a response from Cornwall Council which gives advice in contradiction to advice previously given by Cornwall Council officers. Mr Malcolm is working on a response.

(21/049) Tregrehan Emergency Plan

The Chairman explained that the document needs updating and the matter was deferred until the autumn.

(21/050) Parish Projects

(i) Environmental Stations

It was **RESOLVED to purchase 2 x environmental stations, one each for Tregrehan and Sea Road recreation areas at a cost of £280.**

(ii) Update on Projects

Jubilee Tree Planting

It was **RESOLVED to apply for a tree under the Landmark Tree Scheme to be planted in Tregrehan Recreation Field.** The Clerk is to circulate a list of species available.

Cycle Tour of Britain Celebration

A meeting is to be held directly after the parish council meeting.

History Board for Carlyon Bay

Content for this will be finalised later in the summer as a request for historical information has been put in the next newsletter.

Parish Newsletter

The Chairman reported that the newsletter is now 80% complete and will go to the printer at the end of the week and that he was looking for volunteers to delivery it next week. Copies will be put in the beach kiosks, AJ's and the garden centre.

Carthouse Re-roofing

The Clerk has now instructed A & A Maintenance to proceed with the work.

Cypress Avenue Planting

A site meeting has been arranged on 5 August with Melissa Ralph from Cornwall Council for advice on clearance and planting options.

(21/0035) Parish Issues

(i) Tregrehan Playing Fields

No progress has been made by Cornwall Council regarding devolution. The Clerk reported that representatives from the Eden Project in conjunction with the National Wildflower Centre would be harvesting Catsear seeds from the playground field at some stage.

(ii) Carlyon Recreation Area

(a) Replacement sign for field gate

It was **RESOLVED to purchase a new sign for the field gate to read "Emergency Access – no parking in front of this gate."**

(b) Update on proposed parking restriction measures

The matter is still pending and possible installation of any parking bays will be included in the lease renewal discussions.

There have been problems of excessive parking on Sea Road up to the Fairway turning and also parking on double yellow lines around the Oak Tree triangle causing safety concerns. The Clerk is to contact Parking Enforcement and ask them to make occasional patrols over weekends. It was **RESOLVED to purchase 48 "no parking" cones which Sea Road residents will put out and take in each day.**

The Clerk reported that she has contacted the hotel for an update on the situation regarding re-opening the lookout.

(iii) Beach Development

There was nothing to report.

(iv) Tregrehan Methodist Church

The Chairman reported that he is waiting for a date for a meeting with the chapel's steward and members of the congregation. If the sale goes ahead the council will need to draw up a business plan in the future.

(v) Highways Matters

An application had been previously made to the Community Network Highways Scheme for lowered kerbs in Beach Road and the Clerk circulated a map provided by Cormac indicating possible locations which were agreed by members.

The Clerk understands that a community speed check exercise has recently been undertaken in Tregrehan.

(21/051) Financial Matters

(a) Clerks request to attend the Society of Local Council Clerks Annual Conference

It was **RESOLVED that the Clerk could attend the conference, the cost of which will be split with St Austell Bay Parish Council**

Current balances were noted and the following payments were authorised:

DD	Lloyds Bank	Credit card	£145.90
BACS	Lyreco	Stationery	£59.02
BACS	St Austell Bay PC	Pattern Hall hire	£40.00
BACS	Mrs J Larter	July salary	*
BACS	Vision ICT	Cloud backup Sept 21 – Aug 22	£72.00
BACS	HMRC	PAYE	*
BACS	Cornwall Pension Fund	EE and ER contributions	*

It was noted that Cllr Taylor checked the bank reconciliation and credit card receipts on 6 July.

(21/052) Meetings/Training Attended by Councillors or the Clerk

Cllrs Seckerson and Breary attended Cornwall Council's planning induction training 15 July – Chairman and Clerk attended a Cycle Tour of Britain briefing

(21/053) Correspondence Received

A list of correspondence had previously been circulated and the following had been received after publication of the agenda:

- Details of the Peninsula Transport Vision and Consultation
- Report on the St Austell Rivers project for the Community Network Panel meeting in September
- Correspondence regarding parking in Sea Road/Beach Road
- Complaint regarding spiked railings in Tregrehan – the Clerk was asked to contact Highways

(21/054) Dates for the Diary

9 September – Community Network Panel Meeting

(21/055) Dates of Forthcoming Meetings

(Aug only if required, date tbc), 21 Sept, 19 Oct, 16 Nov, 21 Dec, 18 Jan, 15 Feb, 15 March, 19 April. Venues to be confirmed

The meeting closed at 6.40 pm

DRAFT

Carlyon Parish Council Budget Monitor Report to 31 August 2021

	Budget £	Expenditure £	% of Budget £
Employee Costs			
		£	
Clerk's salary (including oncosts)	£ 10,250.00	3,828.64	37.35%
Training & conference expenses	£ 1,000.00	£ 249.50	24.95%
Clerks Room Allowance	£ 320.00	£ 156.00	48.75%
Clerk's travel and subsistence	£ 300.00	£ 114.75	38.25%
Total employee related costs	£ 11,870.00	£ 4,348.89	36.64%
Administration Costs			
Office expenses	£ 750.00	£ 49.18	6.56%
Postage	£ 200.00	£ 57.58	28.79%
Photocopying	£ 150.00	£ -	0.00%
Office equipment	£ 600.00	£ 169.08	28.18%
Insurance	£ 600.00	£ -	0.00%
Subscriptions	£ 800.00	£ 521.17	65.15%
Website	£ 500.00	£ 214.00	42.80%
Audit Fees	£ 500.00	£ 400.00	80.00%
Bank charges	£ 150.00	£ 33.00	22.00%
Books and Publications	£ 100.00	£ 13.50	13.50%
Meeting Expenses	£ 300.00	£ 40.00	13.33%
Total Administration Costs	£ 4,650.00	£ 1,497.51	32.20%
Other Expenses			
Chairman's Allowance	£ 100.00	£ -	0.00%
Councillors Travel/Subsistence	£ 500.00	£ -	0.00%
Parish Maintenance	£ 10,000.00	£ 833.39	8.33%
		£	
Parish Projects	£ 6,000.00	1,730.23	28.84%
Carlyon Recreation Field	£ 1,500.00		0.00%
Tregrehan Recreation Fields	£ 1,500.00	£ 32.76	2.18%
Footpath maintenance	£ 600.00	£ -	0.00%
Neighbourhood Plan	£ 2,000.00	£ -	0.00%
Neighbourhood Plan Grant	£ -	£ -	
Total Other Expenses	£ 22,200.00	£ 2,596.38	11.70%
Total VAT		£ 493.32	
Total Expenditure	£ 38,720.00	£ 8,936.10	23.08%
Reserves			
Election Fund	£ 3,000.00	£ -	0.00%
Community building	£ 75,000.00	£ -	0.00%
General Contingency	£ 10,000.00	£ -	0.00%
Total Reserves	£ 88,000.00	£ -	0.00%
Income			
Precept	£ 28,671.49	£ 14,335.75	50.00%
CTSG	£ -	£ 105.53	
VAT	£ -		

CIL		£	
Other Income		2,854.38	
Total Income	£ 28,671.49		£ 17,295.66

Balance as at 31/03/2021		£ 112,558.24
	Add income	£ 17,295.66
	Less expenditure	£ 8,936.10
		£ 120,917.80

Bank Reconciliation		
Balance as at 31/08/2021	Current Account	£ 30,276.54
	Less outstanding payments	£ -
		£ 30,276.54
Balance as at 31/08/2021	Instant Access	£ 90,641.26
	Total Funds Held	£ 120,917.80

Correspondence received since the last meeting

- Cornwall Council Planning newsletter
- Cornwall Council's Town and Parish Council newsletters
- Complaint about jetskis in St Austell Bay
- Various communications from CALC
- Details of finance training for councillors
- Details of Code of Conduct training for councillors
- Police and Crime Commissioner's priorities 2021-25
- Notification that CALC is seeking new Board members
- Notification of emergency traffic control measures on 2, 3 and 6 September at Holmbush
- Details of a survey on adult social care in Cornwall
- Complaint about planning permission for Crinnis Beach
- Invitation to respond to a consultation on Safer Cornwall
- Invitation to the Chairman to attend St Austell Town Council's Mayor Making Ceremony
- Minutes of the Eden Geothermal project meeting held on 9 September