

Carlyon Parish Council

Dear Councillor

You are summoned to attend a **Meeting** of **Carlyon Parish Council** to be held on **Tuesday 19 October 2021 at 6.00 pm** in **Tregrehan Methodist Centre**

Julie Larter

Mrs Julie Larter
Clerk
11 October 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 21 September 2021

To resolve that the minutes of the above meeting be signed as a correct record of the meeting Pages 4-9

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) PA21/08829 – Land South of 1 Gloucester Avenue: Application for approval of reserved matters following outline approval PA21/01340 re: access, appearance, landscaping, scale and layout

(ii) PA21/09744 – 39 Chatsworth Way: The applicant wishes to seek permission to extend their current bungalow with a new single storey rear extension with vaulted ceilings incorporating a living space leading on from the repositioned kitchen/dining room. The scheme also involves the demolition of the poorly constructed garage/utility room to the side. A garage will be rebuilt to the front build line of the property

8. Neighbourhood Plan

To note the current situation and authorise any expenditure

9. Parish Councillor Vacancy

To co-opt to fill one of the current vacancies

10. Parish Projects

To receive an update on current projects and authorise any expenditure

11. Parish Issues

(i) Tregrehan Playing Fields

(a) To 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 outcome of a meeting held on 22 September 2021

(v) Highways

To note any concerns

12. Financial Matters

To note the current financial position and authorise payments

Pages 10-11

13. Training/Meetings Attended

(i) To note the outcome of a meeting of the Eden to Heligan Multi-use Trails meeting held on 8 October

(ii) To note any training or meetings attended by members or the Clerk

Pages 12-13

14. Correspondence

To note any correspondence received since the last meeting

Page 14

15. Dates for the Diary

To note dates for members' diaries

16. Dates of Forthcoming Meetings

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 21 September 2021 at 6.00 pm in Tregrehan Methodist Church

Present: Cllrs Paul Trudgian (Chairman), Myles Breary, Jane Chantrill-Burns, Ann Taylor, Heidi Clemo

In attendance: CC; Julie Larter (Clerk); 7 members of the public.

(21/056) Apologies for Absence

Apologies were received from Cllr Mark Seckerson and Cllr James Mustoe, CC

(21/057) Minutes of a Meeting of the Parish Council held on 20 July 2021

It was **RESOLVED** that the minutes of a Meeting of the Parish Council held on 20 July 2021 be signed as an accurate record of the meeting.

(21/058) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(21/059) Chairman's Announcements

The Chairman said that he was sorry to inform members that Helen Nicholson, Community Link Officer, Cornwall Council was moving from the St Austell and Mevagissey Community Network to the Truro and Roseland Community Network. Our new CLO will be Caitlin Lord. The Chairman asked the Clerk to write a letter to Helen thanking her for all her support over the years, in particular around the Covid crisis.

The Chairman went on to thank everyone for making the party held to celebrate the passing through of the Cycle Tour of Britain such a success. He was particularly grateful to everyone who helped with the event.

A member of the public thanked everyone involved and this was endorsed by another member of the public.

Cllr Clemo thanked the Chairman and said that without him, the event would not have happened.

(21/060) Public Participation

A member of the public referred to planning application PA21/01311, hybrid application for land south of Duporth Road. He informed the meeting that the Trustees have now withdrawn the application. He went on to say that his family have suffered abuse regarding the application and he was generally dismayed with the reaction it received. He said that the Trustees will honour all access arrangements previously agreed, but if there are any more cliff falls, if the cemetery needs extending or people want to plant more trees on his land they must look elsewhere as they will receive a very unsympathetic response from the Trustees. He said that his 50 years of commitment to the community have come to an end and he will be keeping a low profile from now on and watch from afar.

The Chairman said that he is very sorry to hear that the gentleman's children and grandchildren have suffered abuse as this is totally unacceptable. The Chairman thanked the member of the public for all his support in the past and for the respectful way in which he has conducted himself. He said that he is sorry to see him go.

(21/061) Cornwall Councillor's Report

In his absence, the Clerk read Cllr Mustoe's report.

I hope you all at least survived the incredibly busy summer season.

Over August I met with Simon Hannaford from the RNLI to discuss safety awareness and signage across the whole of the coast of the Mevagissey and St Austell Bay Division.

I have continued to report issues of anti-social behaviour in our coastal waters to the appropriate bodies when the situation merits it. The Parish Council may be interested in responding to the Government's consultation on better regulating the use of personal watercraft aka jet skis, which went live on Monday:

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

I have scheduled the first organised beach cleans that we have been able to hold in over 18 months, in conjunction with Three Bays Wildlife Group as part of the Marine Conservation Society's Great British Beach Clean Week. One was held at Mevagissey Harbour this past Saturday and two more will be held at Porthpean and Pentewan this coming Sunday. I am very happy to arrange another one at Crinnis should you want me to.

Meanwhile up at County Hall I was pleased to lead a campaign to get them to remove a fee for people purchasing affordable homes following action from councillors. From 1 February 2021, Cornwall Council has been charging a non-refundable Section 106 eligibility assessment fee of £150 to people who are successful in purchasing an affordable/discount market scheme home in Cornwall. Cornwall Council said this fee recovers the cost of assessing whether someone is eligible to buy an affordable home and that the fee will need to be paid by the person buying the property before they authorise the purchase. I gathered cross party support for my motion which would have called for Cornwall Council to scrap the fee at September's Full Council meeting. However last week, Cornwall Council confirmed it will be scrapping the charge, thus avoiding the cost of the motion coming before the council, and potentially then being looked at for months ahead of any decisions being made.

I am pleased to see Cornwall Council listen to the concerns raised by me and the cross-party group of councillors who raised this issue and demanded change. As a relatively recent purchaser of an affordable home in 2019, which my family and I saved for years to afford, I was astounded that Cornwall Council, at the beginning of this year, in the middle of a pandemic and housing crisis, introduced a charge for people buying such a property. People buying an affordable home are already needing help to get on the housing ladder. It takes years to save a deposit and when you purchase a house you already have to pay thousands of pounds for solicitors fees, so it was simply abhorrent to me that Cornwall Council was contributing to this cost by charging them even more. However I am pleased that Cornwall Council has seen sense and once this has been highlighted to the new administration, they have immediately taken steps to remove it, while ensuring that the overall service offered to the taxpayer is still a good one, and avoiding the costly process of the motion going before Full Council and proceeding through the council for months on end before a decision is made.

Finally I would like to thank the Parish Council and all involved in the organisation of the Tour of Britain party in the park at Tregrehan Mills. While the professional cyclists zipped through with their impressive entourages and police escort and were gone within seconds, the community celebrations themselves were doubly special, both as something to mark

this internationally renowned event but also it felt like a really powerful and positive statement from the local community that after a difficult 18 months, they are still as resilient and strong as ever before. Also a big well done to everyone who I gave prizes to from the hotly contested produce stall. I look forward to taking part in more community events in this special place in the future.

(21/062) Planning Applications and Related Matters

Planning Applications and Related Matters

(a)

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

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.

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

It was **RESOLVED** that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the parish council endorses the views of the Tree Officer and objects to the proposed work.

(b) The following comments relating to planning consultations received during the summer recess were ratified

(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) Letter from Bodmin Town Council

Bodmin Town Council has written to all town and parish councils in Cornwall seeking support in its opposition to the Government's proposed planning reforms. In light of recent news that the Government has decided that these reforms will not now proceed, the Clerk was asked to write to the Town Council thanking them for their letter and stating that our council will review the matter when new proposals come to light.

(21/063) Neighbourhood Plan

There was nothing to report. The Clerk offered to speak to Cllr Mustoe to see if he could expedite matters with Cornwall Council's Neighbourhood Planning team.

(21/064) Consultation on the use of jetskis

Members thought that it was a sensible idea for jetskis to be subject to the Merchant Shipping Act. The Clerk is to draft a response for agreement by email circulation.

(21/065) Parish Projects

(i) Cycle Tour Party

The Chairman said that the party had been a huge success but the final expenditure figure was likely to amount to slightly more than the previously agreed figure and it was

RESOLVED to approve expenditure up to £2,000.

It was **RESOLVED to donate £75 to the St Austell Band Quartet.**

It was **RESOLVED that any non-profit organisations that held stalls at the event who did not have their own Public Liability insurance would be covered by the parish council's insurance.**

The Chairman was unsure how much money had been raised for charity but thought that it was around £1,000.

(ii) Current Projects

Projects for the winter - history notice boards; parish newsletter in January/February – the Chairman asked for help and ideas. A suggestion was made that advertising space could be sold to help cover the cost of printing, but the Clerk said that this would necessitate the council registering for VAT. Other suggestions included asking a business within the parish to write an article about their organisation and also a comprehensive list of clubs and social organisations within the parish could be included in the newsletter.

(21/066) Parish Issues

(i) Tregrehan Playing Fields

(a) Bats in the Carthouse

It is thought that there may be bats in the Carthouse which could have implications for the planned re-roofing. A bat survey is therefore necessary. In line with the council's Financial Regulations, the Clerk approached 3 companies for quotes for a bat survey and only one responded and it was **RESOLVED to accept a quote from Cornwall Environmental Consultants to conduct a preliminary survey.** If bats are found to be present it may be necessary to undertake further studies. The Clerk was asked to check with Cornwall Council who under the terms of the parish council's lease, is responsible for re-roofing the building.

There has been no progress with the devolution of the fields.

(ii) Carlyon Recreation Area

There were no concerns.

(iii) Beach Development

There was nothing to report.

(iv) Tregrehan Methodist Church

The Chairman said that an exploratory meeting has been arranged with the Methodist Church on 22 September which he will be attending together with the Clerk. He invited other councillors to attend if they wished. The Chairman stressed that the congregation will still be able to use the church as a place of worship and this will be confirmed with a covenant on any purchase.

(v) Highways Matters

It was reported that vegetation adjacent to the stream in Cypress Avenue is very overgrown. The Clerk was asked to contact the Highways Officer highlighting that night-time visibility on the road is extremely poor. Cllr Mustoe is to be copied in.

The Chairman is to ask the Sea Road Residents Association to remove the parking cones now that the summer is over. They will be store in the Carhouse.

(21/067) Financial Matters

(i) It was noted that the Annual Audit is now complete and no matters were raised.

(ii) Current balances were noted and the following payments were authorised:

DD	Lloyds Bank	Credit card*	£918.46
BACS	PKF Littlejohn	Annual Audit	£240.00
BACS	SLCC	National conference (50% share)	£284.40
BACS	Nationwide Print	Printing parish newsletter	£369.00
BACS	GET Landscaped	Watering Planters	£144.00
BACS	Complete Weed Control	Pavement weedspraying	£123.60
BACS	Cornwall Pension Fund	EE and ER contributions	*
BACS	HMRC	PAYE collected	*
BACS	Mrs J Larter	August and September salaries	*
		Replacement printer (purchase authorised in emergency by the Chairman)	£324.99
BACS	Cornwall signs	Self adhesive labels	£42.00
BACS	EcoGreen Communities	Dog station	£336.00
BACS	Celtic Music Services	Music for cycle party	£75.00
BACS	Ellis Event Power	Generator for party	£667.80
BACS	LLawnroc Supplies	Paper towels	£20.39
BACS	ICO	Data Protection registration renewal	£35.00

*Cllr Taylor checked receipts against invoices on 17 August and 7 September

It was noted that the second half of the precept has now been received.

(21/068) Meetings/Training Attended by Councillors or the Clerk

18 August – Clerk attended a meeting with Cornwall Council regarding finance and a new way of parish councils submitting their precept demand

9 September – Cllr Taylor attended a meeting of St Austell and Mevagissey Community Network Panel. At the meeting a presentation was made by the Environment Agency regarding St Austell river and the Panel adopted a project regarding improvement work to the river as 2 areas do not meet the existing standard. It was noted that there are now fish in the river.

In future parish council reports are to be submitted to the Panel 7 days prior to meetings and circulated.

(21/069) Correspondence Received

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

- Notification of a new Community Link Officer for St Austell and Mevagissey CNA
- Invitation to attend Cornwall Flood Forum meeting on 5 November
- Invitation to respond to a consultation on the Cornwall Housing Strategy

(21/070) Dates for the Diary

There were no dates for the diary.

(21/071) Dates of Forthcoming Meetings

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

The meeting closed at 6.45 pm

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Chairman

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Date

DRAFT

Carlyon Parish Council Budget Monitor Report to 30 September 2021

	Budget £	Expenditure £	% of Budget £
Employee Costs			
Clerk's salary (including oncosts)	£ 10,250.00	£ 4,551.52	44.41%
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	£ 5,071.77	42.73%
Administration Costs			
Office expenses	£ 750.00	£ 49.18	6.56%
Postage	£ 200.00	£ 57.13	28.57%
Photocopying	£ 150.00	£ -	0.00%
Office equipment	£ 600.00	£ 440.74	73.46%
Insurance	£ 600.00	£ -	0.00%
Subscriptions	£ 800.00	£ 556.17	69.52%
Website	£ 500.00	£ 214.00	42.80%
Audit Fees	£ 500.00	£ 400.00	80.00%
Bank charges	£ 150.00	£ 54.00	36.00%
Books and Publications	£ 100.00	£ 13.50	13.50%
Meeting Expenses	£ 300.00	£ 40.00	13.33%
Total Administration Costs	£ 4,650.00	£ 1,824.72	39.24%
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	£ 3,449.21	57.49%
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	£ 4,315.36	19.44%
Total VAT		£ 677.35	
Total Expenditure	£ 38,720.00	£ 11,889.20	30.71%
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	£ 28,671.49	100.00%
CTSG	£ -	£ 211.05	
VAT	£ -	£ 736.21	
CIL		£ 2,854.38	
Other Income			

Total Income	£ 28,671.49	£ 32,473.13
Balance as at 31/03/2021		£ 112,558.24
	Add income	£ 32,473.13
	Less expenditure	£ 11,889.20
		£ 133,142.17
Bank Reconciliation		
Balance as at 30/09/2021	Current Account	£ 42,596.91
	Less outstanding payments	£ 96.00
		£ 42,500.91
Balance as at 30/09/2021	Instant Access	£ 90,641.26
	Total Funds Held	£ 133,142.17

St Austell Town Council



Eden to Heligan – Multi Use Trails Meeting – 8th October 2021 10am – 11am - ZOOM

Present

David Pooley - St Austell Town Council, Colin Hamilton - St Austell Town Council, Jenny Moore - St Blaise Town Council, Nigel Chattergee - St Austell Bay Parish Council, Adrian Roper - Principal Transport Officer, Cornwall Council, Birget Hontzsch - Senior Project Lead, Cornwall Council, Caitlin Lord - Community Link Officer, Cornwall Council Matt Luke - Cornwall Councillor, David Stephens - Treverbyn Parish Council, James Stephens - Heligan, Craig Handford - Active Cornwall, Steve Skinner - St Austell Town Council, Simon Murray - Sustrans.

Apologies

Councillor Tim Styles - St Austell Town Council, Anne Double - Cornwall Councillor, Becky James - Eco Bos, Ryan Chamberlain - St Blaise Parish Council, Mike Ward - Pentewan Valley Parish Council, Paul Trudgian - Carlyon Parish Council, Nikki Hotchin - SABEF, Helen Nicholson - Community Link Officer, Cornwall Council, Jordan Rowse - Cornwall Councillor, Peter Guest - Cornwall Councillor, Dan James - Eden, Dan Lawson.

Introduction

After introductions, David Pooley introduced Adrian Roper, Principal Transport Officer, Cornwall Council, who provided a presentation on a planned e-bike hire pilot and a local cycling and walking infrastructure plan for St Austell. The powerpoint presentation has been circulated separately.

E-bike Hire Pilot

AR advised that following an early pilot in Falmouth, it was intended to undertake a further pilot e-bike hire scheme in Truro, Penzance and St Austell. There would be a two year pilot phase from which lessons would be learned and this could be extended by a further three sets of 2 years (8 years in total). CC would be looking for an operator and fund the capital outlay required. AR asked the group to identify potential locations for e-bike stations for the St Austell pilot.

In discussions and questions, the following points were made:

- Docking systems are essential to ensure that bikes are maintained safely
- Bikes need racks to allow carrying of personal belongings
- The issues of training and insurance were raised
- Procurement would start at the end of November 2021 with an award in January 2022 and a contract start probably in the summer 2022

- Active Cornwall might be able to help with training
- Heligan would welcome a docking station
- Approximately 8 stations and a minimum of 20 e-bikes were envisaged

Local Cycling and Walking Infrastructure Plan (LCWIP)

AR advised that this would cover a 10 year period and was needed to apply for funding from the Department of Transport Active Travel Fund. He advised that Section 106 funding would pay for the cost of production of the plan and that bids had been received and were being evaluated to complete the work. It was anticipated that the contract would be awarded in November, commence early in 2022 and have a delivery timescale of approximately six months. In the discussions and questions, the following points were made:

- The two projects need to be linked
- The work undertaken in connection with the garden village should be linked into the exercise
- It was felt that the Eden to Heligan links should be examined as part of the plan
- A lot of existing routes need to be upgraded
- The potential for new routes
- It was envisaged that the trails would be multi use and be targeted to both local and tourist use
- The role of Sustrans in influencing behaviour change

Any other business

Simon Murray advised that Sustrans had obtained Department of Transport Funding to upgrade the cycle network around Heligan. This was welcomed by the group.

Craig Handford provided a brief update on a bid which Active Cornwall had made for funding for an initiative involving social prescribing and cycling.

Actions

- **All to consider the best locations for e-bike stations and let Adrian Roper have details**
- **David Pooley to liaise with Adrian Roper and arrange a further meeting in due course**
- **Adrian Roper to clarify the approach to training and insurance**

Correspondence received since the last meeting

- Cornwall Council's Town and Parish Council newsletter
- Complaint regarding a jet ski incident off Crinnis beach
- Details of finance training for councillors
- Complaint about planning permission for Crinnis Beach
- Consultation on Sky Primary School and Eden Project Nursery
- Invitation to attend an open day at St Austell Foodbank
- Invitation to attend The People's Climate Festival on 27 November