



# Carlyon Parish Council

Trethella Cottage, Ruan Lanihorne, Truro TR2 5NU  
Tel: 01872 501101 Email [clerk@carlyon-pc.gov.uk](mailto:clerk@carlyon-pc.gov.uk)  
[www.carlyon-pc.gov.uk](http://www.carlyon-pc.gov.uk)

Dear Councillor

You are summoned to attend a **Meeting of Carlyon Parish Council** to be held on **Tuesday 18 April 2023 at 6.00 pm** in **Charlestown Primary School**

*Julie Larter*

Mrs Julie Larter  
Clerk  
11 April 2023

01872 501101  
[clerk@carlyon-pc.gov.uk](mailto:clerk@carlyon-pc.gov.uk)

*Please note that under the Openness of Local Government Bodies Regulations 2014 this meeting may be recorded.*

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## AGENDA

### 1. Apologies for Absence

### 2. Minutes of a Meeting of the Parish Council held on 21 March 2023

*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.*

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#### (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 transacted 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 any applications received after publication of this summons*

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(ii) PA23/02339 – Ede's Cottage, Tregrehan Mills: Rear extension

*(b) To receive an update on the following applications*

(i) PA22/08297 – Land adjacent to 9 Boscundle Close: Proposed woodland holiday lodges and associated works

(ii) PA22/09153 – Land between Aspen Drive and Boscoppa Road: Outline permission for 50 dwellings

**8. Neighbourhood Plan**

*To consider responses to the recent public consultation and to determine whether to amend the draft neighbourhood plan*

**9. Provision of a litter bin on Cypress Avenue**

*To consider whether to install a litter bin on Cypress Avenue*

**10. Parish Projects**

*(i) History Boards*

*To receive an update*

*(ii) Community Energy Project*

*To receive an update*

*(iii) Any other projects*

**11. Parish Issues**

- (i) Tregrehan Jubilee Park  
*To note any concerns*
- (ii) Tregrehan Flood Working Party  
*To receive an update*
- (iii) Tregrehan Methodist Church  
*To note the current situation*
- (iv) West Crinnis Field  
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- (v) Beach Development  
*To note the current situation*
- (vi) Highways  
*To note any concerns*

**12. Financial Matters**

*To note the current financial position and authorise payments*

Pages 9-10

**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** (Ch = Charlestown Primary School;  
T=Tregrehan Methodist Church)

*16 May (C) – this meeting will be preceded by the Annual Parish Meeting, 20 June (T), 18 July (C), 19 September (T), 17 October (C), 21 November (T), 19 December (C)*

**MINUTES of a MEETING OF CARLYON PARISH COUNCIL held on 21 March 2023 at 6.00 pm in Charlestown Primary School**

**Present:** Cllrs Paul Trudgian (Chairman), Nathan Cooper (part of meeting), Ann Taylor, Sonia Phillips, Myles Breary, Lynn Parsons

**In attendance:** Cllr James Mustoe, CC; Julie Larter (Clerk); 33 members of the public

**(22/153) Apologies for Absence**

Apologies were received from Cllr Penny Hermes.

**(22/154) Minutes of a meeting of the Parish Council held on 21 February 2023**

It was **RESOLVED** that the minutes of the meeting held on 21 February 2023 be signed as an accurate record of the meeting.

**(22/155) Declarations of Interest on Items on the Agenda**

There were no declarations of Interest.

**(22/156) Chairman's Announcements**

The Chairman had no announcements to make.

**(22/156) Public Participation**

The Chairman invited members of the public to speak on any matter apart from Agenda item 17 as they would have an opportunity at that point in the meeting.

A member of the public requested that Gwallon Keas be a standing agenda item.

**(22/157) Cornwall Councillor's Report**

Cllr Mustoe gave an update on communications regarding flooding issues in Tregrehan Mills. Cllr Mustoe praised the work of the parish council, Cornwall Council's Forest for Cornwall and children from Bishop Bronescombe school for all their efforts in creating the new woodland area in Jubilee Park.

Cllr Mustoe's full report is available on the parish council's website

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(i) A discussion took place around how the event should be commemorated. Councillors felt as the parish council has organised and funded two large community events in the last couple of years, it did not wish to organise anything else at the present time. It was **RESOLVED to make small grants available to groups of residents wishing to organise street parties. A total of £2,500 was allocated, to be split between Tregrehan, Carlyon Bay and Gwallon Keas.**

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A request had been received to erect an additional granite post upon which a commemorative plaque could be affixed in line with previous royal events. Additionally residents wish to organise a coronation party in the field. It was **RESOLVED to**

- (a) Grant permission for a granite post to be erected (at no cost)**
- (b) Grant £800 towards a tea party for the village and the cost of a slate plaque to go on the granite post.**

## **(22/160) Parish Projects**

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260 shrubs and trees have now been planted. The council expressed its thanks to the Woodland Trust and Cllr Hermes for organising the project. The Clerk will ask Get Landscaped to water the plants as and when required.

(ii) History Boards

No report was available.

(iii) Community Energy Project

No report was available.

(iv) Other Projects

There was nothing to report.

**(22/161) Parish Issues**

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The Chairman has received a request from Trigg Morris, a group of Morris dancers who would like to perform in the field. Councillors were happy to agree to the request and the Chairman will find out the date and circulate it.

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Cllr Phillips reported that she and Cllr Breary attended the AGM of Cornwall ALC last month. Reece Hobbs, Environmental Resilience and Adaptation Manager, Cornwall Council gave an interesting presentation. Cllr Phillips has arranged a meeting with Mr Hobbs to agree the next steps. The Chairman and Cllr Phillips, together with a number of residents undertook some river clearance work upstream of Tregrehan on 6 March.

(iii) Tregrehan Methodist Church

The Methodist Church's Property Officer has asked the church's surveyor to make contact with the parish council's surveyor to try to agree a valuation which is acceptable to both parties.

It was noted that Cornwall Council is currently reviewing assets it owns but no longer uses. It has identified Campdowns Chapel as surplus to requirements and the building is likely to be sold. St Austell Bay Parish Council has been offered first refusal on the building as it is in their parish. The Clerk was asked to register Carlyon Parish Council as an interested party as it could be converted into a meeting venue should the chapel purchase fall through. The matter will appear on next month's agenda.

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Following on from last month's discussion regarding safety due to the exposure of the cliff edge where a new section of the SWCP has been laid, signs have been erected, but the Chairman has subsequently received a further complaint that signs are not sufficient. The Chairman explained that this part of the fields was not the parish council's responsibility. Cllr Mustoe was asked to escalate the matter with Cormac.

(vi) Beach Development

It was noted that dogs will be permitted on the beach again this summer. No update was available on the outstanding planning application.

(vi) Highways

There were no highways issues to report

## **(22/162) Financial Matters**

### **(a) Asset Register**

A copy of the Asset Register had been previously circulated. The Asset Register was found to be up to date.

### **(b) Insurance Cover**

Renewal documents had been previously circulated and it was **RESOLVED that the council had sufficient levels of cover and the insurance policy should be renewed on the existing terms.**

### **(d) Current balances were noted and the following payments were authorised:**

DD	Lloyds Bank	Credit Card	£63.74
BACS	MA Grigg Ltd	Posts for cliff warning signs	£5.58
BACS	Cornwall Signs	3 Cliff Warning Signs	£54.00
BACS	Biffa	Annual Service fee for Sea Road bin	£280.80
BACS	Cornwall Council	Printing Neighbourhood Plan consultation	£1,231.21
BACS	Tregrehan Methodist Church	Rent for PC Meetings	£65.00
BACS	Mrs J Larter	March salary	*
BACS	HMRC	Paye/Ni	*
BACS	Cornwall Pension Fund	EE and ER contributions	*
DD	Unity Trust Bank	Quarterly bank charges	£18.00

## **(22/163) Meetings/Training Attended by Councillors or the Clerk**

21 February – Cllrs Breary and Phillips attended the AGM of Cornwall ALC

## **(22/164) Correspondence Received**

A list of correspondence had previously been circulated and in addition notification had been received that the Beryl Bike Ebike scheme will go live on 3 April.

## **(22/165) Dates for the Diary**

2 April – Parish litter pick – 10.00 am, Jubilee Park and West Crinnis Field

## **(22/166) Dates of Forthcoming Meetings**

*18 April (C), 16 May (C), 20 June (T), 18 July (C), 19 September (T), 17 October (C), 21 November (T), 19 December (C)*

## **(22/167) Neighbourhood Plan**

The Chairman invited members of the public to ask questions in relation to the current neighbourhood plan amendment consultation.

A number of questions were asked including the need to protect the field; an opinion that the statement from Brend Hotels contained within the document amounted to marketing; what was the legacy for the future?; has the hotel considered building flats with undercroft parking?; could this be just the first phase of development?; what discussions had taken place between the parish council and Brend Hotels?

The Chairman addressed each point and reminded those present that Brend Hotels first approached the parish council in December and outlined their vision at the December parish council meeting which was held in public and he added that Brend Hotels intend holding a public consultation when they have drawn up firm plans, to which residents will be invited to express their views.

Cllr Mustoe said that the parish council didn't have to consult residents on amending the neighbourhood plan, but the parish council felt it was important to gather residents' opinions. He also stressed the importance of neighbourhood plans as they offer local planning guidance and must be taken into account alongside the National Planning Policy Framework and the Cornwall Local Plan when determining planning applications.

#### **(22/168) Exclusion of the Public and Press**

It was **RESOLVED** that due to the confidential nature of the business to be discussed under Agenda Item 18, under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded from the meeting.

#### **(22/169) Cypress Avenue Verge Cutting**

Two tenders had been received and it was **RESOLVED** to award the contract to cut Cypress Avenue verge to Get Landscaped.

The meeting closed at 7.10 pm

.....  
Chairman

.....  
Date



## Carlyon Parish Council Budget Monitor Report to 31 March 2023

	Budget £	Expenditure £	% of Budget £
<b>Employee Costs</b>			
Clerk's salary (including oncosts)	£ 11,000.00	£ 9,778.17	88.89%
Training & conference expenses	£ 750.00	£ 385.00	51.33%
Clerks Room Allowance	£ 320.00	£ 312.00	97.50%
Clerk's travel and subsistence	£ 350.00	£ 383.60	109.60%
<b>Total employee related costs</b>	<b>£ 12,420.00</b>	<b>£ 10,858.77</b>	<b>87.43%</b>
<b>Administration Costs</b>			
Office expenses	£ 750.00	£ 352.20	46.96%
Postage	£ 200.00	£ 50.65	25.33%
Photocopying	£ 150.00	£ 59.58	39.72%
Office equipment	£ 600.00	£ 72.99	12.17%
Insurance	£ 600.00	£ 573.92	95.65%
Subscriptions	£ 800.00	£ 700.45	87.56%
Website	£ 500.00	£ 308.75	61.75%
Audit Fees	£ 500.00	£ 400.00	80.00%
Bank charges	£ 200.00	£ 108.00	54.00%
Books and Publications	£ 100.00		0.00%
Meeting Expenses	£ 300.00	£ 205.00	68.33%
<b>Total Administration Costs</b>	<b>£ 4,700.00</b>	<b>£ 2,831.54</b>	<b>60.25%</b>
<b>Other Expenses</b>			
Chairman's Allowance	£ 100.00		0.00%
Councillors Travel/Subsistence	£ 500.00		0.00%
Parish Maintenance	£ 10,000.00	£ 4,694.95	46.95%
Parish Projects	£ 7,000.00	£ 1,787.68	25.54%
Parish Newsletter	£ 1,000.00		0.00%
Events	£ 2,000.00	£ 2,676.23	133.81%
Carlyon Recreation Field	£ 1,500.00	£ 569.65	37.98%
Tregrehan Recreation Fields	£ 1,500.00	£ 180.00	12.00%
Neighbourhood Plan	£ 2,000.00	£ 1,966.96	98.35%
Tregrehan Methodist Church		£ 750.00	
<b>Total Other Expenses</b>	<b>£ 25,600.00</b>	<b>£ 12,625.47</b>	<b>49.32%</b>
<b>Total VAT</b>	<b>£ 1,500.00</b>	<b>£ 1,548.60</b>	
<b>Total Expenditure</b>	<b>£ 44,220.00</b>	<b>£ 27,864.38</b>	<b>63.01%</b>

<b>Reserves</b>			
Community building	£ 84,250.00		0.00%
CIL	£ 22,540.00		
<b>Election Fund</b>	<b>£ 1,000.00</b>		
Tregrehan Playing Fields Transfer	£ 3,000.00		
General Contingency	£ 15,000.00	£ -	0.00%
<b>Total Reserves</b>	<b>£ 125,790.00</b>	<b>£ -</b>	<b>0.00%</b>

## Income

Precept	£ 35,069.13	£ 35,069.13	100.00%
CTSG	£ 124.06	£ 124.05	
VAT	£ 1,000.00	£ 1,434.43	
CIL	£ -	£ 5,617.00	
Other Income		£ 2,835.19	
<b>Total Income</b>	<b>£ 36,193.19</b>	<b>£ 45,079.80</b>	

<b>Balance as at 31/03/2022</b>		£ 135,317.05
<b>Add income</b>		£ 45,079.80
<b>Less expenditure</b>		£ 27,864.38
		<b>£ 152,532.47</b>

#### Bank Reconciliation

Balance as at 31/03/2023	Current Account	£ 20,585.46
	Less outstanding payments	£ -
		£ 20,585.46
	Instant	
Balance as at 28/02/2023	Access	£ 131,947.01
	<b>Total Funds Held</b>	<b>£ 152,532.47</b>

### **Correspondence received since the last meeting**

- Citizens' Advice spring newsletter
- Cornwall Council consultation on its Public Space Protection Order (Alcohol Consumption)
- CALC training bulletin
- Cornwall Council's Town and Parish Council newsletter
- Consultation on renewing Cornwall Council's Public Space Protection Order
- Details of outlets operating this summer on Crinnis Beach
- Notification of the forthcoming Network Rail's Customer and Community Improvement Fund



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Renewal documents had been previously circulated and it was **RESOLVED that the council had sufficient levels of cover and the insurance policy should be renewed on the existing terms.**

### **(d) Current balances were noted and the following payments were authorised:**

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BACS	Cornwall Pension Fund	EE and ER contributions	*
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## **(22/163) Meetings/Training Attended by Councillors or the Clerk**

21 February – Cllrs Breary and Phillips attended the AGM of Cornwall ALC

## **(22/164) Correspondence Received**

A list of correspondence had previously been circulated and in addition notification had been received that the Beryl Bike Ebike scheme will go live on 3 April.

## **(22/165) Dates for the Diary**

2 April – Parish litter pick – 10.00 am, Jubilee Park and West Crinnis Field

## **(22/166) Dates of Forthcoming Meetings**

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The Chairman invited members of the public to ask questions in relation to the current neighbourhood plan amendment consultation.

A number of questions were asked including the need to protect the field; an opinion that the statement from Brend Hotels contained within the document amounted to marketing; what was the legacy for the future?; has the hotel considered building flats with undercroft parking?; could this be just the first phase of development?; what discussions had taken place between the parish council and Brend Hotels?

The Chairman addressed each point and reminded those present that Brend Hotels first approached the parish council in December and outlined their vision at the December parish council meeting which was held in public and he added that Brend Hotels intend holding a public consultation when they have drawn up firm plans, to which residents will be invited to express their views.

Cllr Mustoe said that the parish council didn't have to consult residents on amending the neighbourhood plan, but the parish council felt it was important to gather residents' opinions. He also stressed the importance of neighbourhood plans as they offer local planning guidance and must be taken into account alongside the National Planning Policy Framework and the Cornwall Local Plan when determining planning applications.

#### **(22/168) Exclusion of the Public and Press**

It was **RESOLVED** that due to the confidential nature of the business to be discussed under Agenda Item 18, under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded from the meeting.

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The meeting closed at 7.10 pm

.....  
Chairman

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<b>Total Expenditure</b>	<b>£ 44,220.00</b>	<b>£ 27,864.38</b>	<b>63.01%</b>

### Reserves

Community building	£ 84,250.00		0.00%
CIL	£ 22,540.00		
<b>Election Fund</b>	<b>£ 1,000.00</b>		
Tregrehan Playing Fields Transfer	£ 3,000.00		
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### **Correspondence received since the last meeting**

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- Cornwall Council consultation on its Public Space Protection Order (Alcohol Consumption)
- CALC training bulletin
- Cornwall Council's Town and Parish Council newsletter
- Consultation on renewing Cornwall Council's Public Space Protection Order
- Details of outlets operating this summer on Crinnis Beach
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# Carlyon Parish Council

Trethella Cottage, Ruan Lanihorne, Truro TR2 5NU  
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[www.carlyon-pc.gov.uk](http://www.carlyon-pc.gov.uk)

Dear Councillor

You are summoned to attend a **Meeting of Carlyon Parish Council** to be held on **Tuesday 18 April 2023 at 6.00 pm** in **Charlestown Primary School**

*Julie Larter*

Mrs Julie Larter  
Clerk  
11 April 2023

01872 501101  
[clerk@carlyon-pc.gov.uk](mailto:clerk@carlyon-pc.gov.uk)

*Please note that under the Openness of Local Government Bodies Regulations 2014 this meeting may be recorded.*

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## AGENDA

### 1. Apologies for Absence

### 2. Minutes of a Meeting of the Parish Council held on 21 March 2023

*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.*

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#### (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 transacted 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 any applications received after publication of this summons*

(i) PA23/01420 – Gwallon Keas, Holmbush Road: Application for tree works in a TPO: Sessile Oak (T17) – Crown raise and crown reduce and remove storm damaged, hanging branch and remove any stubs and deadwood

(ii) PA23/02339 – Ede's Cottage, Tregrehan Mills: Rear extension

*(b) To receive an update on the following applications*

(i) PA22/08297 – Land adjacent to 9 Boscundle Close: Proposed woodland holiday lodges and associated works

(ii) PA22/09153 – Land between Aspen Drive and Boscoppa Road: Outline permission for 50 dwellings

**8. Neighbourhood Plan**

*To consider responses to the recent public consultation and to determine whether to amend the draft neighbourhood plan*

**9. Provision of a litter bin on Cypress Avenue**

*To consider whether to install a litter bin on Cypress Avenue*

**10. Parish Projects**

*(i) History Boards*

*To receive an update*

*(ii) Community Energy Project*

*To receive an update*

*(iii) Any other projects*



**11. Parish Issues**

- (i) Tregrehan Jubilee Park  
*To note any concerns*
- (ii) Tregrehan Flood Working Party  
*To receive an update*
- (iii) Tregrehan Methodist Church  
*To note the current situation*
- (iv) West Crinnis Field  
*To note any concerns*
- (v) Beach Development  
*To note the current situation*
- (vi) Highways  
*To note any concerns*

**12. Financial Matters**

*To note the current financial position and authorise payments*

Pages 9-10

**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*

Page 11

**15. Dates for the Diary**

*To note dates for members' diaries*

**16. Dates of Forthcoming Meetings** (Ch = Charlestown Primary School;  
T=Tregrehan Methodist Church)

*16 May (C) – this meeting will be preceded by the Annual Parish Meeting, 20 June (T), 18 July (C), 19 September (T), 17 October (C), 21 November (T), 19 December (C)*

**MINUTES of a MEETING OF CARLYON PARISH COUNCIL held on 21 March 2023 at 6.00 pm in Charlestown Primary School**

**Present:** Cllrs Paul Trudgian (Chairman), Nathan Cooper (part of meeting), Ann Taylor, Sonia Phillips, Myles Breary, Lynn Parsons

**In attendance:** Cllr James Mustoe, CC; Julie Larter (Clerk); 33 members of the public

**(22/153) Apologies for Absence**

Apologies were received from Cllr Penny Hermes.

**(22/154) Minutes of a meeting of the Parish Council held on 21 February 2023**

It was **RESOLVED** that the minutes of the meeting held on 21 February 2023 be signed as an accurate record of the meeting.

**(22/155) Declarations of Interest on Items on the Agenda**

There were no declarations of Interest.

**(22/156) Chairman's Announcements**

The Chairman had no announcements to make.

**(22/156) Public Participation**

The Chairman invited members of the public to speak on any matter apart from Agenda item 17 as they would have an opportunity at that point in the meeting.

A member of the public requested that Gwallon Keas be a standing agenda item.

**(22/157) Cornwall Councillor's Report**

Cllr Mustoe gave an update on communications regarding flooding issues in Tregrehan Mills. Cllr Mustoe praised the work of the parish council, Cornwall Council's Forest for Cornwall and children from Bishop Bronescombe school for all their efforts in creating the new woodland area in Jubilee Park.

Cllr Mustoe's full report is available on the parish council's website

**(22/158) Planning Applications and Related Matters**

(i) PA23/01420 – Gwallon Keas, Holmbush Road: Application for tree works in a TPO: Sessile Oak (T17) – Crown raise and crown reduce and remove storm damaged, hanging branch and remove any stubs and deadwood

This application was deferred pending sight of the Tree Officer's comments.

(ii) PA23/01326 – St Austell Bay Business Park: Construction of 6 new commercial units without compliance with condition 2 of decision notice PA20/01696 dated 22.07.2020

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) Update on outstanding planning applications

(i) PA23/00548 – 101 Sea Road: Works to trees covered by a TPO, namely T1, removal of overhanging lower limb (photo1), T3, lower limb removal, (photo3), T4, removal of damaged mid-level limb and overhanging lower limbs (photos 3, 4 and 5)

It was noted that this application has now been approved (due to time constraints the parish council had earlier responded stating it had no objections to the proposal).

(ii) PA22/08297 – Land adjacent to 9 Boscundle Close: Proposed woodland holiday lodges and associated works

A Design and Access Statement has now been submitted which appears to refer to the Public Right of Way as a Bridleway, but it is a footpath so could be misleading. The Chairman will go through the document carefully to see if there are any other inaccuracies

(iii) PA22/09153 – Land between Aspen Drive and Boscoppa Road: Outline permission for 50 dwellings

A new Flood Risk Assessment has been received and the Planning Officer is waiting for comments from the relevant officer in Cornwall Council as the leading flood authority. The applicant has yet to submit a dust management plan.

## **(22/159) Coronation of King Charles III**

(i) A discussion took place around how the event should be commemorated. Councillors felt as the parish council has organised and funded two large community events in the last couple of years, it did not wish to organise anything else at the present time. It was **RESOLVED to make small grants available to groups of residents wishing to organise street parties. A total of £2,500 was allocated, to be split between Tregrehan, Carlyon Bay and Gwallon Keas.**

(ii) Tregrehan Jubilee Fields

A request had been received to erect an additional granite post upon which a commemorative plaque could be affixed in line with previous royal events. Additionally residents wish to organise a coronation party in the field. It was **RESOLVED to**

- (a) Grant permission for a granite post to be erected (at no cost)**
- (b) Grant £800 towards a tea party for the village and the cost of a slate plaque to go on the granite post.**

## **(22/160) Parish Projects**

(i) Community Forest Area

260 shrubs and trees have now been planted. The council expressed its thanks to the Woodland Trust and Cllr Hermes for organising the project. The Clerk will ask Get Landscaped to water the plants as and when required.

(ii) History Boards

No report was available.

(iii) Community Energy Project

No report was available.

(iv) Other Projects

There was nothing to report.

**(22/161) Parish Issues**

(i) Tregrehan Jubilee Fields

The Chairman has received a request from Trigg Morris, a group of Morris dancers who would like to perform in the field. Councillors were happy to agree to the request and the Chairman will find out the date and circulate it.

(ii) Tregrehan Flooding Issues

Cllr Phillips reported that she and Cllr Breary attended the AGM of Cornwall ALC last month. Reece Hobbs, Environmental Resilience and Adaptation Manager, Cornwall Council gave an interesting presentation. Cllr Phillips has arranged a meeting with Mr Hobbs to agree the next steps. The Chairman and Cllr Phillips, together with a number of residents undertook some river clearance work upstream of Tregrehan on 6 March.

(iii) Tregrehan Methodist Church

The Methodist Church's Property Officer has asked the church's surveyor to make contact with the parish council's surveyor to try to agree a valuation which is acceptable to both parties.

It was noted that Cornwall Council is currently reviewing assets it owns but no longer uses. It has identified Campdowns Chapel as surplus to requirements and the building is likely to be sold. St Austell Bay Parish Council has been offered first refusal on the building as it is in their parish. The Clerk was asked to register Carlyon Parish Council as an interested party as it could be converted into a meeting venue should the chapel purchase fall through. The matter will appear on next month's agenda.

(iv) West Crinnis Field

Following on from last month's discussion regarding safety due to the exposure of the cliff edge where a new section of the SWCP has been laid, signs have been erected, but the Chairman has subsequently received a further complaint that signs are not sufficient. The Chairman explained that this part of the fields was not the parish council's responsibility. Cllr Mustoe was asked to escalate the matter with Cormac.

(vi) Beach Development

It was noted that dogs will be permitted on the beach again this summer. No update was available on the outstanding planning application.

(vi) Highways

There were no highways issues to report

## **(22/162) Financial Matters**

### **(a) Asset Register**

A copy of the Asset Register had been previously circulated. The Asset Register was found to be up to date.

### **(b) Insurance Cover**

Renewal documents had been previously circulated and it was **RESOLVED that the council had sufficient levels of cover and the insurance policy should be renewed on the existing terms.**

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*Julie Larter*

Mrs Julie Larter  
Clerk  
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(ii) PA23/02339 – Ede's Cottage, Tregrehan Mills: Rear extension

*(b) To receive an update on the following applications*

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**8. Neighbourhood Plan**

*To consider responses to the recent public consultation and to determine whether to amend the draft neighbourhood plan*

**9. Provision of a litter bin on Cypress Avenue**

*To consider whether to install a litter bin on Cypress Avenue*

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*(i) History Boards*

*To receive an update*

*(ii) Community Energy Project*

*To receive an update*

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*To note any concerns*
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**12. Financial Matters**

*To note the current financial position and authorise payments*

Pages 9-10

**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** (Ch = Charlestown Primary School;  
T=Tregrehan Methodist Church)

*16 May (C) – this meeting will be preceded by the Annual Parish Meeting, 20 June (T), 18 July (C), 19 September (T), 17 October (C), 21 November (T), 19 December (C)*

**MINUTES of a MEETING OF CARLYON PARISH COUNCIL held on 21 March 2023 at 6.00 pm in Charlestown Primary School**

**Present:** Cllrs Paul Trudgian (Chairman), Nathan Cooper (part of meeting), Ann Taylor, Sonia Phillips, Myles Breary, Lynn Parsons

**In attendance:** Cllr James Mustoe, CC; Julie Larter (Clerk); 33 members of the public

**(22/153) Apologies for Absence**

Apologies were received from Cllr Penny Hermes.

**(22/154) Minutes of a meeting of the Parish Council held on 21 February 2023**

It was **RESOLVED** that the minutes of the meeting held on 21 February 2023 be signed as an accurate record of the meeting.

**(22/155) Declarations of Interest on Items on the Agenda**

There were no declarations of Interest.

**(22/156) Chairman's Announcements**

The Chairman had no announcements to make.

**(22/156) Public Participation**

The Chairman invited members of the public to speak on any matter apart from Agenda item 17 as they would have an opportunity at that point in the meeting.

A member of the public requested that Gwallon Keas be a standing agenda item.

**(22/157) Cornwall Councillor's Report**

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Cllr Mustoe's full report is available on the parish council's website

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It was noted that this application has now been approved (due to time constraints the parish council had earlier responded stating it had no objections to the proposal).

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(i) A discussion took place around how the event should be commemorated. Councillors felt as the parish council has organised and funded two large community events in the last couple of years, it did not wish to organise anything else at the present time. It was **RESOLVED to make small grants available to groups of residents wishing to organise street parties. A total of £2,500 was allocated, to be split between Tregrehan, Carlyon Bay and Gwallon Keas.**

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A request had been received to erect an additional granite post upon which a commemorative plaque could be affixed in line with previous royal events. Additionally residents wish to organise a coronation party in the field. It was **RESOLVED to**

- (a) Grant permission for a granite post to be erected (at no cost)**
- (b) Grant £800 towards a tea party for the village and the cost of a slate plaque to go on the granite post.**

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260 shrubs and trees have now been planted. The council expressed its thanks to the Woodland Trust and Cllr Hermes for organising the project. The Clerk will ask Get Landscaped to water the plants as and when required.

(ii) History Boards

No report was available.

(iii) Community Energy Project

No report was available.

(iv) Other Projects

There was nothing to report.

**(22/161) Parish Issues**

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The Chairman has received a request from Trigg Morris, a group of Morris dancers who would like to perform in the field. Councillors were happy to agree to the request and the Chairman will find out the date and circulate it.

(ii) Tregrehan Flooding Issues

Cllr Phillips reported that she and Cllr Breary attended the AGM of Cornwall ALC last month. Reece Hobbs, Environmental Resilience and Adaptation Manager, Cornwall Council gave an interesting presentation. Cllr Phillips has arranged a meeting with Mr Hobbs to agree the next steps. The Chairman and Cllr Phillips, together with a number of residents undertook some river clearance work upstream of Tregrehan on 6 March.

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The Methodist Church's Property Officer has asked the church's surveyor to make contact with the parish council's surveyor to try to agree a valuation which is acceptable to both parties.

It was noted that Cornwall Council is currently reviewing assets it owns but no longer uses. It has identified Campdowns Chapel as surplus to requirements and the building is likely to be sold. St Austell Bay Parish Council has been offered first refusal on the building as it is in their parish. The Clerk was asked to register Carlyon Parish Council as an interested party as it could be converted into a meeting venue should the chapel purchase fall through. The matter will appear on next month's agenda.

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(vi) Beach Development

It was noted that dogs will be permitted on the beach again this summer. No update was available on the outstanding planning application.

(vi) Highways

There were no highways issues to report

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### **(a) Asset Register**

A copy of the Asset Register had been previously circulated. The Asset Register was found to be up to date.

### **(b) Insurance Cover**

Renewal documents had been previously circulated and it was **RESOLVED that the council had sufficient levels of cover and the insurance policy should be renewed on the existing terms.**

### **(d) Current balances were noted and the following payments were authorised:**

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## **(22/163) Meetings/Training Attended by Councillors or the Clerk**

21 February – Cllrs Breary and Phillips attended the AGM of Cornwall ALC

## **(22/164) Correspondence Received**

A list of correspondence had previously been circulated and in addition notification had been received that the Beryl Bike Ebike scheme will go live on 3 April.

## **(22/165) Dates for the Diary**

2 April – Parish litter pick – 10.00 am, Jubilee Park and West Crinnis Field

## **(22/166) Dates of Forthcoming Meetings**

*18 April (C), 16 May (C), 20 June (T), 18 July (C), 19 September (T), 17 October (C), 21 November (T), 19 December (C)*

## **(22/167) Neighbourhood Plan**



The Chairman invited members of the public to ask questions in relation to the current neighbourhood plan amendment consultation.

A number of questions were asked including the need to protect the field; an opinion that the statement from Brend Hotels contained within the document amounted to marketing; what was the legacy for the future?; has the hotel considered building flats with undercroft parking?; could this be just the first phase of development?; what discussions had taken place between the parish council and Brend Hotels?

The Chairman addressed each point and reminded those present that Brend Hotels first approached the parish council in December and outlined their vision at the December parish council meeting which was held in public and he added that Brend Hotels intend holding a public consultation when they have drawn up firm plans, to which residents will be invited to express their views.

Cllr Mustoe said that the parish council didn't have to consult residents on amending the neighbourhood plan, but the parish council felt it was important to gather residents' opinions. He also stressed the importance of neighbourhood plans as they offer local planning guidance and must be taken into account alongside the National Planning Policy Framework and the Cornwall Local Plan when determining planning applications.

#### **(22/168) Exclusion of the Public and Press**

It was **RESOLVED** that due to the confidential nature of the business to be discussed under Agenda Item 18, under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded from the meeting.

#### **(22/169) Cypress Avenue Verge Cutting**

Two tenders had been received and it was **RESOLVED** to award the contract to cut Cypress Avenue verge to Get Landscaped.

The meeting closed at 7.10 pm

.....  
Chairman

.....  
Date

## Carlyon Parish Council Budget Monitor Report to 31 March 2023

	Budget £	Expenditure £	% of Budget £
<b>Employee Costs</b>			
Clerk's salary (including oncosts)	£ 11,000.00	£ 9,778.17	88.89%
Training & conference expenses	£ 750.00	£ 385.00	51.33%
Clerks Room Allowance	£ 320.00	£ 312.00	97.50%
Clerk's travel and subsistence	£ 350.00	£ 383.60	109.60%
<b>Total employee related costs</b>	<b>£ 12,420.00</b>	<b>£ 10,858.77</b>	<b>87.43%</b>
<b>Administration Costs</b>			
Office expenses	£ 750.00	£ 352.20	46.96%
Postage	£ 200.00	£ 50.65	25.33%
Photocopying	£ 150.00	£ 59.58	39.72%
Office equipment	£ 600.00	£ 72.99	12.17%
Insurance	£ 600.00	£ 573.92	95.65%
Subscriptions	£ 800.00	£ 700.45	87.56%
Website	£ 500.00	£ 308.75	61.75%
Audit Fees	£ 500.00	£ 400.00	80.00%
Bank charges	£ 200.00	£ 108.00	54.00%
Books and Publications	£ 100.00		0.00%
Meeting Expenses	£ 300.00	£ 205.00	68.33%
<b>Total Administration Costs</b>	<b>£ 4,700.00</b>	<b>£ 2,831.54</b>	<b>60.25%</b>
<b>Other Expenses</b>			
Chairman's Allowance	£ 100.00		0.00%
Councillors Travel/Subsistence	£ 500.00		0.00%
Parish Maintenance	£ 10,000.00	£ 4,694.95	46.95%
Parish Projects	£ 7,000.00	£ 1,787.68	25.54%
Parish Newsletter	£ 1,000.00		0.00%
Events	£ 2,000.00	£ 2,676.23	133.81%
Carlyon Recreation Field	£ 1,500.00	£ 569.65	37.98%
Tregrehan Recreation Fields	£ 1,500.00	£ 180.00	12.00%
Neighbourhood Plan	£ 2,000.00	£ 1,966.96	98.35%
Tregrehan Methodist Church		£ 750.00	
<b>Total Other Expenses</b>	<b>£ 25,600.00</b>	<b>£ 12,625.47</b>	<b>49.32%</b>
<b>Total VAT</b>	<b>£ 1,500.00</b>	<b>£ 1,548.60</b>	
<b>Total Expenditure</b>	<b>£ 44,220.00</b>	<b>£ 27,864.38</b>	<b>63.01%</b>

### Reserves

Community building	£ 84,250.00		0.00%
CIL	£ 22,540.00		
<b>Election Fund</b>	<b>£ 1,000.00</b>		
Tregrehan Playing Fields Transfer	£ 3,000.00		
General Contingency	£ 15,000.00	£ -	0.00%
<b>Total Reserves</b>	<b>£ 125,790.00</b>	<b>£ -</b>	<b>0.00%</b>

### Income

Precept	£ 35,069.13	£ 35,069.13	100.00%
CTSG	£ 124.06	£ 124.05	
VAT	£ 1,000.00	£ 1,434.43	
CIL	£ -	£ 5,617.00	
Other Income		£ 2,835.19	
<b>Total Income</b>	<b>£ 36,193.19</b>	<b>£ 45,079.80</b>	

<b>Balance as at 31/03/2022</b>		£ 135,317.05
<b>Add income</b>		£ 45,079.80
<b>Less expenditure</b>		£ 27,864.38
		<b>£ 152,532.47</b>

#### Bank Reconciliation

Balance as at 31/03/2023	Current Account	£ 20,585.46
	Less outstanding payments	£ -
		£ 20,585.46
	Instant	
Balance as at 28/02/2023	Access	£ 131,947.01
	<b>Total Funds Held</b>	<b>£ 152,532.47</b>

### **Correspondence received since the last meeting**

- Citizens' Advice spring newsletter
- Cornwall Council consultation on its Public Space Protection Order (Alcohol Consumption)
- CALC training bulletin
- Cornwall Council's Town and Parish Council newsletter
- Consultation on renewing Cornwall Council's Public Space Protection Order
- Details of outlets operating this summer on Crinnis Beach
- Notification of the forthcoming Network Rail's Customer and Community Improvement Fund



# Carlyon Parish Council

Trethella Cottage, Ruan Lanihorne, Truro TR2 5NU  
Tel: 01872 501101 Email [clerk@carlyon-pc.gov.uk](mailto:clerk@carlyon-pc.gov.uk)  
[www.carlyon-pc.gov.uk](http://www.carlyon-pc.gov.uk)

Dear Councillor

You are summoned to attend a **Meeting of Carlyon Parish Council** to be held on **Tuesday 18 April 2023 at 6.00 pm** in **Charlestown Primary School**

*Julie Larter*

Mrs Julie Larter  
Clerk  
11 April 2023

01872 501101  
[clerk@carlyon-pc.gov.uk](mailto: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 the Parish Council held on 21 March 2023

*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 transacted 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 any applications received after publication of this summons*

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Cllr Mustoe said that the parish council didn't have to consult residents on amending the neighbourhood plan, but the parish council felt it was important to gather residents' opinions. He also stressed the importance of neighbourhood plans as they offer local planning guidance and must be taken into account alongside the National Planning Policy Framework and the Cornwall Local Plan when determining planning applications.

#### **(22/168) Exclusion of the Public and Press**

It was **RESOLVED** that due to the confidential nature of the business to be discussed under Agenda Item 18, under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded from the meeting.

#### **(22/169) Cypress Avenue Verge Cutting**

Two tenders had been received and it was **RESOLVED** to award the contract to cut Cypress Avenue verge to Get Landscaped.

The meeting closed at 7.10 pm

.....

Chairman

.....

Date

## Carlyon Parish Council Budget Monitor Report to 31 March 2023

	Budget £	Expenditure £	% of Budget £
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<b>Total Expenditure</b>	<b>£ 44,220.00</b>	<b>£ 27,864.38</b>	<b>63.01%</b>

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CIL	£ 22,540.00		
<b>Election Fund</b>	<b>£ 1,000.00</b>		
Tregrehan Playing Fields Transfer	£ 3,000.00		
General Contingency	£ 15,000.00	£ -	0.00%
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<b>Add income</b>		£ 45,079.80
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### **Correspondence received since the last meeting**

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- Details of outlets operating this summer on Crinnis Beach
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# Carlyon Parish Council

Trethella Cottage, Ruan Lanihorne, Truro TR2 5NU  
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[www.carlyon-pc.gov.uk](http://www.carlyon-pc.gov.uk)

Dear Councillor

You are summoned to attend a **Meeting of Carlyon Parish Council** to be held on **Tuesday 18 April 2023 at 6.00 pm** in **Charlestown Primary School**

*Julie Larter*

Mrs Julie Larter  
Clerk  
11 April 2023

01872 501101  
[clerk@carlyon-pc.gov.uk](mailto: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 the Parish Council held on 21 March 2023

*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.*

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#### (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 transacted 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 any applications received after publication of this summons*

(i) PA23/01420 – Gwallon Keas, Holmbush Road: Application for tree works in a TPO: Sessile Oak (T17) – Crown raise and crown reduce and remove storm damaged, hanging branch and remove any stubs and deadwood

(ii) PA23/02339 – Ede's Cottage, Tregrehan Mills: Rear extension

*(b) To receive an update on the following applications*

(i) PA22/08297 – Land adjacent to 9 Boscundle Close: Proposed woodland holiday lodges and associated works

(ii) PA22/09153 – Land between Aspen Drive and Boscoppa Road: Outline permission for 50 dwellings

**8. Neighbourhood Plan**

*To consider responses to the recent public consultation and to determine whether to amend the draft neighbourhood plan*

**9. Provision of a litter bin on Cypress Avenue**

*To consider whether to install a litter bin on Cypress Avenue*

**10. Parish Projects**

*(i) History Boards*

*To receive an update*

*(ii) Community Energy Project*

*To receive an update*

*(iii) Any other projects*

**11. Parish Issues**

- (i) Tregrehan Jubilee Park  
*To note any concerns*
- (ii) Tregrehan Flood Working Party  
*To receive an update*
- (iii) Tregrehan Methodist Church  
*To note the current situation*
- (iv) West Crinnis Field  
*To note any concerns*
- (v) Beach Development  
*To note the current situation*
- (vi) Highways  
*To note any concerns*

**12. Financial Matters**

*To note the current financial position and authorise payments*

Pages 9-10

**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*

Page 11

**15. Dates for the Diary**

*To note dates for members' diaries*

**16. Dates of Forthcoming Meetings** (Ch = Charlestown Primary School;  
T=Tregrehan Methodist Church)

*16 May (C) – this meeting will be preceded by the Annual Parish Meeting, 20 June (T), 18 July (C), 19 September (T), 17 October (C), 21 November (T), 19 December (C)*

**MINUTES of a MEETING OF CARLYON PARISH COUNCIL held on 21 March 2023 at 6.00 pm in Charlestown Primary School**

**Present:** Cllrs Paul Trudgian (Chairman), Nathan Cooper (part of meeting), Ann Taylor, Sonia Phillips, Myles Breary, Lynn Parsons

**In attendance:** Cllr James Mustoe, CC; Julie Larter (Clerk); 33 members of the public

**(22/153) Apologies for Absence**

Apologies were received from Cllr Penny Hermes.

**(22/154) Minutes of a meeting of the Parish Council held on 21 February 2023**

It was **RESOLVED** that the minutes of the meeting held on 21 February 2023 be signed as an accurate record of the meeting.

**(22/155) Declarations of Interest on Items on the Agenda**

There were no declarations of Interest.

**(22/156) Chairman's Announcements**

The Chairman had no announcements to make.

**(22/156) Public Participation**

The Chairman invited members of the public to speak on any matter apart from Agenda item 17 as they would have an opportunity at that point in the meeting.

A member of the public requested that Gwallon Keas be a standing agenda item.

**(22/157) Cornwall Councillor's Report**

Cllr Mustoe gave an update on communications regarding flooding issues in Tregrehan Mills. Cllr Mustoe praised the work of the parish council, Cornwall Council's Forest for Cornwall and children from Bishop Bronescombe school for all their efforts in creating the new woodland area in Jubilee Park.

Cllr Mustoe's full report is available on the parish council's website

**(22/158) Planning Applications and Related Matters**

(i) PA23/01420 – Gwallon Keas, Holmbush Road: Application for tree works in a TPO: Sessile Oak (T17) – Crown raise and crown reduce and remove storm damaged, hanging branch and remove any stubs and deadwood

This application was deferred pending sight of the Tree Officer's comments.

(ii) PA23/01326 – St Austell Bay Business Park: Construction of 6 new commercial units without compliance with condition 2 of decision notice PA20/01696 dated 22.07.2020

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) Update on outstanding planning applications

(i) PA23/00548 – 101 Sea Road: Works to trees covered by a TPO, namely T1, removal of overhanging lower limb (photo1), T3, lower limb removal, (photo3), T4, removal of damaged mid-level limb and overhanging lower limbs (photos 3, 4 and 5)

It was noted that this application has now been approved (due to time constraints the parish council had earlier responded stating it had no objections to the proposal).

(ii) PA22/08297 – Land adjacent to 9 Boscundle Close: Proposed woodland holiday lodges and associated works

A Design and Access Statement has now been submitted which appears to refer to the Public Right of Way as a Bridleway, but it is a footpath so could be misleading. The Chairman will go through the document carefully to see if there are any other inaccuracies

(iii) PA22/09153 – Land between Aspen Drive and Boscoppa Road: Outline permission for 50 dwellings

A new Flood Risk Assessment has been received and the Planning Officer is waiting for comments from the relevant officer in Cornwall Council as the leading flood authority. The applicant has yet to submit a dust management plan.

## **(22/159) Coronation of King Charles III**

(i) A discussion took place around how the event should be commemorated. Councillors felt as the parish council has organised and funded two large community events in the last couple of years, it did not wish to organise anything else at the present time. It was **RESOLVED to make small grants available to groups of residents wishing to organise street parties. A total of £2,500 was allocated, to be split between Tregrehan, Carlyon Bay and Gwallon Keas.**

(ii) Tregrehan Jubilee Fields

A request had been received to erect an additional granite post upon which a commemorative plaque could be affixed in line with previous royal events. Additionally residents wish to organise a coronation party in the field. It was **RESOLVED to**

- (a) Grant permission for a granite post to be erected (at no cost)**
- (b) Grant £800 towards a tea party for the village and the cost of a slate plaque to go on the granite post.**

## **(22/160) Parish Projects**

(i) Community Forest Area

260 shrubs and trees have now been planted. The council expressed its thanks to the Woodland Trust and Cllr Hermes for organising the project. The Clerk will ask Get Landscaped to water the plants as and when required.

(ii) History Boards

No report was available.

(iii) Community Energy Project

No report was available.

(iv) Other Projects

There was nothing to report.

**(22/161) Parish Issues**

(i) Tregrehan Jubilee Fields

The Chairman has received a request from Trigg Morris, a group of Morris dancers who would like to perform in the field. Councillors were happy to agree to the request and the Chairman will find out the date and circulate it.

(ii) Tregrehan Flooding Issues

Cllr Phillips reported that she and Cllr Breary attended the AGM of Cornwall ALC last month. Reece Hobbs, Environmental Resilience and Adaptation Manager, Cornwall Council gave an interesting presentation. Cllr Phillips has arranged a meeting with Mr Hobbs to agree the next steps. The Chairman and Cllr Phillips, together with a number of residents undertook some river clearance work upstream of Tregrehan on 6 March.

(iii) Tregrehan Methodist Church

The Methodist Church's Property Officer has asked the church's surveyor to make contact with the parish council's surveyor to try to agree a valuation which is acceptable to both parties.

It was noted that Cornwall Council is currently reviewing assets it owns but no longer uses. It has identified Campdowns Chapel as surplus to requirements and the building is likely to be sold. St Austell Bay Parish Council has been offered first refusal on the building as it is in their parish. The Clerk was asked to register Carlyon Parish Council as an interested party as it could be converted into a meeting venue should the chapel purchase fall through. The matter will appear on next month's agenda.

(iv) West Crinnis Field

Following on from last month's discussion regarding safety due to the exposure of the cliff edge where a new section of the SWCP has been laid, signs have been erected, but the Chairman has subsequently received a further complaint that signs are not sufficient. The Chairman explained that this part of the fields was not the parish council's responsibility. Cllr Mustoe was asked to escalate the matter with Cormac.

(vi) Beach Development

It was noted that dogs will be permitted on the beach again this summer. No update was available on the outstanding planning application.

(vi) Highways

There were no highways issues to report

## **(22/162) Financial Matters**

### **(a) Asset Register**

A copy of the Asset Register had been previously circulated. The Asset Register was found to be up to date.

### **(b) Insurance Cover**

Renewal documents had been previously circulated and it was **RESOLVED that the council had sufficient levels of cover and the insurance policy should be renewed on the existing terms.**

### **(d) Current balances were noted and the following payments were authorised:**

DD	Lloyds Bank	Credit Card	£63.74
BACS	MA Grigg Ltd	Posts for cliff warning signs	£5.58
BACS	Cornwall Signs	3 Cliff Warning Signs	£54.00
BACS	Biffa	Annual Service fee for Sea Road bin	£280.80
BACS	Cornwall Council	Printing Neighbourhood Plan consultation	£1,231.21
BACS	Tregrehan Methodist Church	Rent for PC Meetings	£65.00
BACS	Mrs J Larter	March salary	*
BACS	HMRC	Paye/Ni	*
BACS	Cornwall Pension Fund	EE and ER contributions	*
DD	Unity Trust Bank	Quarterly bank charges	£18.00

## **(22/163) Meetings/Training Attended by Councillors or the Clerk**

21 February – Cllrs Breary and Phillips attended the AGM of Cornwall ALC

## **(22/164) Correspondence Received**

A list of correspondence had previously been circulated and in addition notification had been received that the Beryl Bike Ebike scheme will go live on 3 April.

## **(22/165) Dates for the Diary**

2 April – Parish litter pick – 10.00 am, Jubilee Park and West Crinnis Field

## **(22/166) Dates of Forthcoming Meetings**

*18 April (C), 16 May (C), 20 June (T), 18 July (C), 19 September (T), 17 October (C), 21 November (T), 19 December (C)*

## **(22/167) Neighbourhood Plan**

The Chairman invited members of the public to ask questions in relation to the current neighbourhood plan amendment consultation.

A number of questions were asked including the need to protect the field; an opinion that the statement from Brend Hotels contained within the document amounted to marketing; what was the legacy for the future?; has the hotel considered building flats with undercroft parking?; could this be just the first phase of development?; what discussions had taken place between the parish council and Brend Hotels?

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*Julie Larter*

Mrs Julie Larter  
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*16 May (C) – this meeting will be preceded by the Annual Parish Meeting, 20 June (T), 18 July (C), 19 September (T), 17 October (C), 21 November (T), 19 December (C)*

**MINUTES of a MEETING OF CARLYON PARISH COUNCIL held on 21 March 2023 at 6.00 pm in Charlestown Primary School**

**Present:** Cllrs Paul Trudgian (Chairman), Nathan Cooper (part of meeting), Ann Taylor, Sonia Phillips, Myles Breary, Lynn Parsons

**In attendance:** Cllr James Mustoe, CC; Julie Larter (Clerk); 33 members of the public

**(22/153) Apologies for Absence**

Apologies were received from Cllr Penny Hermes.

**(22/154) Minutes of a meeting of the Parish Council held on 21 February 2023**

It was **RESOLVED** that the minutes of the meeting held on 21 February 2023 be signed as an accurate record of the meeting.

**(22/155) Declarations of Interest on Items on the Agenda**

There were no declarations of Interest.

**(22/156) Chairman's Announcements**

The Chairman had no announcements to make.

**(22/156) Public Participation**

The Chairman invited members of the public to speak on any matter apart from Agenda item 17 as they would have an opportunity at that point in the meeting.

A member of the public requested that Gwallon Keas be a standing agenda item.

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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.**

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(i) PA23/00548 – 101 Sea Road: Works to trees covered by a TPO, namely T1, removal of overhanging lower limb (photo1), T3, lower limb removal, (photo3), T4, removal of damaged mid-level limb and overhanging lower limbs (photos 3, 4 and 5)

It was noted that this application has now been approved (due to time constraints the parish council had earlier responded stating it had no objections to the proposal).

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(i) A discussion took place around how the event should be commemorated. Councillors felt as the parish council has organised and funded two large community events in the last couple of years, it did not wish to organise anything else at the present time. It was **RESOLVED to make small grants available to groups of residents wishing to organise street parties. A total of £2,500 was allocated, to be split between Tregrehan, Carlyon Bay and Gwallon Keas.**

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- (a) Grant permission for a granite post to be erected (at no cost)**
- (b) Grant £800 towards a tea party for the village and the cost of a slate plaque to go on the granite post.**

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260 shrubs and trees have now been planted. The council expressed its thanks to the Woodland Trust and Cllr Hermes for organising the project. The Clerk will ask Get Landscaped to water the plants as and when required.

(ii) History Boards

No report was available.

(iii) Community Energy Project

No report was available.

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There was nothing to report.

**(22/161) Parish Issues**

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The Chairman has received a request from Trigg Morris, a group of Morris dancers who would like to perform in the field. Councillors were happy to agree to the request and the Chairman will find out the date and circulate it.

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Cllr Phillips reported that she and Cllr Breary attended the AGM of Cornwall ALC last month. Reece Hobbs, Environmental Resilience and Adaptation Manager, Cornwall Council gave an interesting presentation. Cllr Phillips has arranged a meeting with Mr Hobbs to agree the next steps. The Chairman and Cllr Phillips, together with a number of residents undertook some river clearance work upstream of Tregrehan on 6 March.

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It was noted that Cornwall Council is currently reviewing assets it owns but no longer uses. It has identified Campdowns Chapel as surplus to requirements and the building is likely to be sold. St Austell Bay Parish Council has been offered first refusal on the building as it is in their parish. The Clerk was asked to register Carlyon Parish Council as an interested party as it could be converted into a meeting venue should the chapel purchase fall through. The matter will appear on next month's agenda.

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(vi) Beach Development

It was noted that dogs will be permitted on the beach again this summer. No update was available on the outstanding planning application.

(vi) Highways



There were no highways issues to report

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### **(a) Asset Register**

A copy of the Asset Register had been previously circulated. The Asset Register was found to be up to date.

### **(b) Insurance Cover**

Renewal documents had been previously circulated and it was **RESOLVED that the council had sufficient levels of cover and the insurance policy should be renewed on the existing terms.**

### **(d) Current balances were noted and the following payments were authorised:**

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21 February – Cllrs Breary and Phillips attended the AGM of Cornwall ALC

## **(22/164) Correspondence Received**

A list of correspondence had previously been circulated and in addition notification had been received that the Beryl Bike Ebike scheme will go live on 3 April.

## **(22/165) Dates for the Diary**

2 April – Parish litter pick – 10.00 am, Jubilee Park and West Crinnis Field

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The Chairman invited members of the public to ask questions in relation to the current neighbourhood plan amendment consultation.

A number of questions were asked including the need to protect the field; an opinion that the statement from Brend Hotels contained within the document amounted to marketing; what was the legacy for the future?; has the hotel considered building flats with undercroft parking?; could this be just the first phase of development?; what discussions had taken place between the parish council and Brend Hotels?

The Chairman addressed each point and reminded those present that Brend Hotels first approached the parish council in December and outlined their vision at the December parish council meeting which was held in public and he added that Brend Hotels intend holding a public consultation when they have drawn up firm plans, to which residents will be invited to express their views.

Cllr Mustoe said that the parish council didn't have to consult residents on amending the neighbourhood plan, but the parish council felt it was important to gather residents' opinions. He also stressed the importance of neighbourhood plans as they offer local planning guidance and must be taken into account alongside the National Planning Policy Framework and the Cornwall Local Plan when determining planning applications.

#### **(22/168) Exclusion of the Public and Press**

It was **RESOLVED** that due to the confidential nature of the business to be discussed under Agenda Item 18, under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded from the meeting.

#### **(22/169) Cypress Avenue Verge Cutting**

Two tenders had been received and it was **RESOLVED** to award the contract to cut Cypress Avenue verge to Get Landscaped.

The meeting closed at 7.10 pm

.....  
Chairman

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Date

## Carlyon Parish Council Budget Monitor Report to 31 March 2023

	Budget £	Expenditure £	% of Budget £
<b>Employee Costs</b>			
Clerk's salary (including oncosts)	£ 11,000.00	£ 9,778.17	88.89%
Training & conference expenses	£ 750.00	£ 385.00	51.33%
Clerks Room Allowance	£ 320.00	£ 312.00	97.50%
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<b>Total employee related costs</b>	<b>£ 12,420.00</b>	<b>£ 10,858.77</b>	<b>87.43%</b>
<b>Administration Costs</b>			
Office expenses	£ 750.00	£ 352.20	46.96%
Postage	£ 200.00	£ 50.65	25.33%
Photocopying	£ 150.00	£ 59.58	39.72%
Office equipment	£ 600.00	£ 72.99	12.17%
Insurance	£ 600.00	£ 573.92	95.65%
Subscriptions	£ 800.00	£ 700.45	87.56%
Website	£ 500.00	£ 308.75	61.75%
Audit Fees	£ 500.00	£ 400.00	80.00%
Bank charges	£ 200.00	£ 108.00	54.00%
Books and Publications	£ 100.00		0.00%
Meeting Expenses	£ 300.00	£ 205.00	68.33%
<b>Total Administration Costs</b>	<b>£ 4,700.00</b>	<b>£ 2,831.54</b>	<b>60.25%</b>
<b>Other Expenses</b>			
Chairman's Allowance	£ 100.00		0.00%
Councillors Travel/Subsistence	£ 500.00		0.00%
Parish Maintenance	£ 10,000.00	£ 4,694.95	46.95%
Parish Projects	£ 7,000.00	£ 1,787.68	25.54%
Parish Newsletter	£ 1,000.00		0.00%
Events	£ 2,000.00	£ 2,676.23	133.81%
Carlyon Recreation Field	£ 1,500.00	£ 569.65	37.98%
Tregrehan Recreation Fields	£ 1,500.00	£ 180.00	12.00%
Neighbourhood Plan	£ 2,000.00	£ 1,966.96	98.35%
Tregrehan Methodist Church		£ 750.00	
<b>Total Other Expenses</b>	<b>£ 25,600.00</b>	<b>£ 12,625.47</b>	<b>49.32%</b>
<b>Total VAT</b>	<b>£ 1,500.00</b>	<b>£ 1,548.60</b>	
<b>Total Expenditure</b>	<b>£ 44,220.00</b>	<b>£ 27,864.38</b>	<b>63.01%</b>

<b>Reserves</b>			
Community building	£ 84,250.00		0.00%
CIL	£ 22,540.00		
<b>Election Fund</b>	<b>£ 1,000.00</b>		
Tregrehan Playing Fields Transfer	£ 3,000.00		
General Contingency	£ 15,000.00	£ -	0.00%
<b>Total Reserves</b>	<b>£ 125,790.00</b>	<b>£ -</b>	<b>0.00%</b>

## Income

Precept	£ 35,069.13	£ 35,069.13	100.00%
CTSG	£ 124.06	£ 124.05	
VAT	£ 1,000.00	£ 1,434.43	
CIL	£ -	£ 5,617.00	
Other Income		£ 2,835.19	
<b>Total Income</b>	<b>£ 36,193.19</b>	<b>£ 45,079.80</b>	

<b>Balance as at 31/03/2022</b>		£ 135,317.05
<b>Add income</b>		£ 45,079.80
<b>Less expenditure</b>		£ 27,864.38
		<b>£ 152,532.47</b>

#### Bank Reconciliation

Balance as at 31/03/2023	Current Account	£ 20,585.46
	Less outstanding payments	£ -
		£ 20,585.46
	Instant	
Balance as at 28/02/2023	Access	£ 131,947.01
	<b>Total Funds Held</b>	<b>£ 152,532.47</b>

### **Correspondence received since the last meeting**

- Citizens' Advice spring newsletter
- Cornwall Council consultation on its Public Space Protection Order (Alcohol Consumption)
- CALC training bulletin
- Cornwall Council's Town and Parish Council newsletter
- Consultation on renewing Cornwall Council's Public Space Protection Order
- Details of outlets operating this summer on Crinnis Beach
- Notification of the forthcoming Network Rail's Customer and Community Improvement Fund



# Carlyon Parish Council

Trethella Cottage, Ruan Lanihorne, Truro TR2 5NU  
Tel: 01872 501101 Email [clerk@carlyon-pc.gov.uk](mailto:clerk@carlyon-pc.gov.uk)  
[www.carlyon-pc.gov.uk](http://www.carlyon-pc.gov.uk)

Dear Councillor

You are summoned to attend a **Meeting of Carlyon Parish Council** to be held on **Tuesday 18 April 2023 at 6.00 pm** in **Charlestown Primary School**

*Julie Larter*

Mrs Julie Larter  
Clerk  
11 April 2023

01872 501101  
[clerk@carlyon-pc.gov.uk](mailto: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 the Parish Council held on 21 March 2023

*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 transacted 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 any applications received after publication of this summons*

(i) PA23/01420 – Gwallon Keas, Holmbush Road: Application for tree works in a TPO: Sessile Oak (T17) – Crown raise and crown reduce and remove storm damaged, hanging branch and remove any stubs and deadwood

(ii) PA23/02339 – Ede's Cottage, Tregrehan Mills: Rear extension

*(b) To receive an update on the following applications*

(i) PA22/08297 – Land adjacent to 9 Boscundle Close: Proposed woodland holiday lodges and associated works

(ii) PA22/09153 – Land between Aspen Drive and Boscoppa Road: Outline permission for 50 dwellings

**8. Neighbourhood Plan**

*To consider responses to the recent public consultation and to determine whether to amend the draft neighbourhood plan*

**9. Provision of a litter bin on Cypress Avenue**

*To consider whether to install a litter bin on Cypress Avenue*

**10. Parish Projects**

*(i) History Boards*

*To receive an update*

*(ii) Community Energy Project*

*To receive an update*

*(iii) Any other projects*

**11. Parish Issues**

- (i) Tregrehan Jubilee Park  
*To note any concerns*
- (ii) Tregrehan Flood Working Party  
*To receive an update*
- (iii) Tregrehan Methodist Church  
*To note the current situation*
- (iv) West Crinnis Field  
*To note any concerns*
- (v) Beach Development  
*To note the current situation*
- (vi) Highways  
*To note any concerns*

**12. Financial Matters**

*To note the current financial position and authorise payments*

Pages 9-10

**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*

Page 11

**15. Dates for the Diary**

*To note dates for members' diaries*

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- Details of outlets operating this summer on Crinnis Beach
- Notification of the forthcoming Network Rail's Customer and Community Improvement Fund





# Carlyon Parish Council

Trethella Cottage, Ruan Lanihorne, Truro TR2 5NU  
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[www.carlyon-pc.gov.uk](http://www.carlyon-pc.gov.uk)

Dear Councillor

You are summoned to attend a **Meeting of Carlyon Parish Council** to be held on **Tuesday 18 April 2023 at 6.00 pm** in **Charlestown Primary School**

*Julie Larter*

Mrs Julie Larter  
Clerk  
11 April 2023

01872 501101  
[clerk@carlyon-pc.gov.uk](mailto:clerk@carlyon-pc.gov.uk)

*Please note that under the Openness of Local Government Bodies Regulations 2014 this meeting may be recorded.*

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## AGENDA

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### 2. Minutes of a Meeting of the Parish Council held on 21 March 2023

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

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#### (a) Pecuniary Interests

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#### (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 transacted 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 any applications received after publication of this summons*

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(ii) PA23/02339 – Ede's Cottage, Tregrehan Mills: Rear extension

*(b) To receive an update on the following applications*

(i) PA22/08297 – Land adjacent to 9 Boscundle Close: Proposed woodland holiday lodges and associated works

(ii) PA22/09153 – Land between Aspen Drive and Boscoppa Road: Outline permission for 50 dwellings

**8. Neighbourhood Plan**

*To consider responses to the recent public consultation and to determine whether to amend the draft neighbourhood plan*

**9. Provision of a litter bin on Cypress Avenue**

*To consider whether to install a litter bin on Cypress Avenue*

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*(i) History Boards*

*To receive an update*

*(ii) Community Energy Project*

*To receive an update*

*(iii) Any other projects*

**11. Parish Issues**

- (i) Tregrehan Jubilee Park  
*To note any concerns*
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*To receive an update*
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**12. Financial Matters**

*To note the current financial position and authorise payments*

Pages 9-10

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

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*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** (Ch = Charlestown Primary School;  
T=Tregrehan Methodist Church)

*16 May (C) – this meeting will be preceded by the Annual Parish Meeting, 20 June (T), 18 July (C), 19 September (T), 17 October (C), 21 November (T), 19 December (C)*

**MINUTES of a MEETING OF CARLYON PARISH COUNCIL held on 21 March 2023 at 6.00 pm in Charlestown Primary School**

**Present:** Cllrs Paul Trudgian (Chairman), Nathan Cooper (part of meeting), Ann Taylor, Sonia Phillips, Myles Breary, Lynn Parsons

**In attendance:** Cllr James Mustoe, CC; Julie Larter (Clerk); 33 members of the public

**(22/153) Apologies for Absence**

Apologies were received from Cllr Penny Hermes.

**(22/154) Minutes of a meeting of the Parish Council held on 21 February 2023**

It was **RESOLVED** that the minutes of the meeting held on 21 February 2023 be signed as an accurate record of the meeting.

**(22/155) Declarations of Interest on Items on the Agenda**

There were no declarations of Interest.

**(22/156) Chairman's Announcements**

The Chairman had no announcements to make.

**(22/156) Public Participation**

The Chairman invited members of the public to speak on any matter apart from Agenda item 17 as they would have an opportunity at that point in the meeting.

A member of the public requested that Gwallon Keas be a standing agenda item.

**(22/157) Cornwall Councillor's Report**

Cllr Mustoe gave an update on communications regarding flooding issues in Tregrehan Mills. Cllr Mustoe praised the work of the parish council, Cornwall Council's Forest for Cornwall and children from Bishop Bronescombe school for all their efforts in creating the new woodland area in Jubilee Park.

Cllr Mustoe's full report is available on the parish council's website

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This application was deferred pending sight of the Tree Officer's comments.

(ii) PA23/01326 – St Austell Bay Business Park: Construction of 6 new commercial units without compliance with condition 2 of decision notice PA20/01696 dated 22.07.2020

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) Update on outstanding planning applications

(i) PA23/00548 – 101 Sea Road: Works to trees covered by a TPO, namely T1, removal of overhanging lower limb (photo1), T3, lower limb removal, (photo3), T4, removal of damaged mid-level limb and overhanging lower limbs (photos 3, 4 and 5)

It was noted that this application has now been approved (due to time constraints the parish council had earlier responded stating it had no objections to the proposal).

(ii) PA22/08297 – Land adjacent to 9 Boscundle Close: Proposed woodland holiday lodges and associated works

A Design and Access Statement has now been submitted which appears to refer to the Public Right of Way as a Bridleway, but it is a footpath so could be misleading. The Chairman will go through the document carefully to see if there are any other inaccuracies

(iii) PA22/09153 – Land between Aspen Drive and Boscoppa Road: Outline permission for 50 dwellings

A new Flood Risk Assessment has been received and the Planning Officer is waiting for comments from the relevant officer in Cornwall Council as the leading flood authority. The applicant has yet to submit a dust management plan.

## **(22/159) Coronation of King Charles III**

(i) A discussion took place around how the event should be commemorated. Councillors felt as the parish council has organised and funded two large community events in the last couple of years, it did not wish to organise anything else at the present time. It was **RESOLVED to make small grants available to groups of residents wishing to organise street parties. A total of £2,500 was allocated, to be split between Tregrehan, Carlyon Bay and Gwallon Keas.**

(ii) Tregrehan Jubilee Fields

A request had been received to erect an additional granite post upon which a commemorative plaque could be affixed in line with previous royal events. Additionally residents wish to organise a coronation party in the field. It was **RESOLVED to**

- (a) Grant permission for a granite post to be erected (at no cost)**
- (b) Grant £800 towards a tea party for the village and the cost of a slate plaque to go on the granite post.**

## **(22/160) Parish Projects**

(i) Community Forest Area

260 shrubs and trees have now been planted. The council expressed its thanks to the Woodland Trust and Cllr Hermes for organising the project. The Clerk will ask Get Landscaped to water the plants as and when required.

(ii) History Boards

No report was available.

(iii) Community Energy Project

No report was available.

(iv) Other Projects

There was nothing to report.

**(22/161) Parish Issues**

(i) Tregrehan Jubilee Fields

The Chairman has received a request from Trigg Morris, a group of Morris dancers who would like to perform in the field. Councillors were happy to agree to the request and the Chairman will find out the date and circulate it.

(ii) Tregrehan Flooding Issues

Cllr Phillips reported that she and Cllr Breary attended the AGM of Cornwall ALC last month. Reece Hobbs, Environmental Resilience and Adaptation Manager, Cornwall Council gave an interesting presentation. Cllr Phillips has arranged a meeting with Mr Hobbs to agree the next steps. The Chairman and Cllr Phillips, together with a number of residents undertook some river clearance work upstream of Tregrehan on 6 March.

(iii) Tregrehan Methodist Church

The Methodist Church's Property Officer has asked the church's surveyor to make contact with the parish council's surveyor to try to agree a valuation which is acceptable to both parties.

It was noted that Cornwall Council is currently reviewing assets it owns but no longer uses. It has identified Campdowns Chapel as surplus to requirements and the building is likely to be sold. St Austell Bay Parish Council has been offered first refusal on the building as it is in their parish. The Clerk was asked to register Carlyon Parish Council as an interested party as it could be converted into a meeting venue should the chapel purchase fall through. The matter will appear on next month's agenda.

(iv) West Crinnis Field

Following on from last month's discussion regarding safety due to the exposure of the cliff edge where a new section of the SWCP has been laid, signs have been erected, but the Chairman has subsequently received a further complaint that signs are not sufficient. The Chairman explained that this part of the fields was not the parish council's responsibility. Cllr Mustoe was asked to escalate the matter with Cormac.

(vi) Beach Development

It was noted that dogs will be permitted on the beach again this summer. No update was available on the outstanding planning application.

(vi) Highways

There were no highways issues to report

## **(22/162) Financial Matters**

### **(a) Asset Register**

A copy of the Asset Register had been previously circulated. The Asset Register was found to be up to date.

### **(b) Insurance Cover**

Renewal documents had been previously circulated and it was **RESOLVED that the council had sufficient levels of cover and the insurance policy should be renewed on the existing terms.**

### **(d) Current balances were noted and the following payments were authorised:**

DD	Lloyds Bank	Credit Card	£63.74
BACS	MA Grigg Ltd	Posts for cliff warning signs	£5.58
BACS	Cornwall Signs	3 Cliff Warning Signs	£54.00
BACS	Biffa	Annual Service fee for Sea Road bin	£280.80
BACS	Cornwall Council	Printing Neighbourhood Plan consultation	£1,231.21
BACS	Tregrehan Methodist Church	Rent for PC Meetings	£65.00
BACS	Mrs J Larter	March salary	*
BACS	HMRC	Paye/Ni	*
BACS	Cornwall Pension Fund	EE and ER contributions	*
DD	Unity Trust Bank	Quarterly bank charges	£18.00

## **(22/163) Meetings/Training Attended by Councillors or the Clerk**

21 February – Cllrs Breary and Phillips attended the AGM of Cornwall ALC

## **(22/164) Correspondence Received**

A list of correspondence had previously been circulated and in addition notification had been received that the Beryl Bike Ebike scheme will go live on 3 April.

## **(22/165) Dates for the Diary**

2 April – Parish litter pick – 10.00 am, Jubilee Park and West Crinnis Field

## **(22/166) Dates of Forthcoming Meetings**

*18 April (C), 16 May (C), 20 June (T), 18 July (C), 19 September (T), 17 October (C), 21 November (T), 19 December (C)*

## **(22/167) Neighbourhood Plan**

The Chairman invited members of the public to ask questions in relation to the current neighbourhood plan amendment consultation.

A number of questions were asked including the need to protect the field; an opinion that the statement from Brend Hotels contained within the document amounted to marketing; what was the legacy for the future?; has the hotel considered building flats with undercroft parking?; could this be just the first phase of development?; what discussions had taken place between the parish council and Brend Hotels?

The Chairman addressed each point and reminded those present that Brend Hotels first approached the parish council in December and outlined their vision at the December parish council meeting which was held in public and he added that Brend Hotels intend holding a public consultation when they have drawn up firm plans, to which residents will be invited to express their views.

Cllr Mustoe said that the parish council didn't have to consult residents on amending the neighbourhood plan, but the parish council felt it was important to gather residents' opinions. He also stressed the importance of neighbourhood plans as they offer local planning guidance and must be taken into account alongside the National Planning Policy Framework and the Cornwall Local Plan when determining planning applications.

#### **(22/168) Exclusion of the Public and Press**

It was **RESOLVED** that due to the confidential nature of the business to be discussed under Agenda Item 18, under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded from the meeting.

#### **(22/169) Cypress Avenue Verge Cutting**

Two tenders had been received and it was **RESOLVED** to award the contract to cut Cypress Avenue verge to Get Landscaped.

The meeting closed at 7.10 pm

.....  
Chairman

.....  
Date



## Carlyon Parish Council Budget Monitor Report to 31 March 2023

	Budget £	Expenditure £	% of Budget £
<b>Employee Costs</b>			
Clerk's salary (including oncosts)	£ 11,000.00	£ 9,778.17	88.89%
Training & conference expenses	£ 750.00	£ 385.00	51.33%
Clerks Room Allowance	£ 320.00	£ 312.00	97.50%
Clerk's travel and subsistence	£ 350.00	£ 383.60	109.60%
<b>Total employee related costs</b>	<b>£ 12,420.00</b>	<b>£ 10,858.77</b>	<b>87.43%</b>
<b>Administration Costs</b>			
Office expenses	£ 750.00	£ 352.20	46.96%
Postage	£ 200.00	£ 50.65	25.33%
Photocopying	£ 150.00	£ 59.58	39.72%
Office equipment	£ 600.00	£ 72.99	12.17%
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*Julie Larter*

Mrs Julie Larter  
Clerk  
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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) Update on outstanding planning applications

(i) PA23/00548 – 101 Sea Road: Works to trees covered by a TPO, namely T1, removal of overhanging lower limb (photo1), T3, lower limb removal, (photo3), T4, removal of damaged mid-level limb and overhanging lower limbs (photos 3, 4 and 5)

It was noted that this application has now been approved (due to time constraints the parish council had earlier responded stating it had no objections to the proposal).

(ii) PA22/08297 – Land adjacent to 9 Boscundle Close: Proposed woodland holiday lodges and associated works

A Design and Access Statement has now been submitted which appears to refer to the Public Right of Way as a Bridleway, but it is a footpath so could be misleading. The Chairman will go through the document carefully to see if there are any other inaccuracies

(iii) PA22/09153 – Land between Aspen Drive and Boscoppa Road: Outline permission for 50 dwellings

A new Flood Risk Assessment has been received and the Planning Officer is waiting for comments from the relevant officer in Cornwall Council as the leading flood authority. The applicant has yet to submit a dust management plan.

## **(22/159) Coronation of King Charles III**

(i) A discussion took place around how the event should be commemorated. Councillors felt as the parish council has organised and funded two large community events in the last couple of years, it did not wish to organise anything else at the present time. It was **RESOLVED to make small grants available to groups of residents wishing to organise street parties. A total of £2,500 was allocated, to be split between Tregrehan, Carlyon Bay and Gwallon Keas.**

(ii) Tregrehan Jubilee Fields

A request had been received to erect an additional granite post upon which a commemorative plaque could be affixed in line with previous royal events. Additionally residents wish to organise a coronation party in the field. It was **RESOLVED to**

- (a) Grant permission for a granite post to be erected (at no cost)**
- (b) Grant £800 towards a tea party for the village and the cost of a slate plaque to go on the granite post.**

## **(22/160) Parish Projects**



(i) Community Forest Area

260 shrubs and trees have now been planted. The council expressed its thanks to the Woodland Trust and Cllr Hermes for organising the project. The Clerk will ask Get Landscaped to water the plants as and when required.

(ii) History Boards

No report was available.

(iii) Community Energy Project

No report was available.

(iv) Other Projects

There was nothing to report.

**(22/161) Parish Issues**

(i) Tregrehan Jubilee Fields

The Chairman has received a request from Trigg Morris, a group of Morris dancers who would like to perform in the field. Councillors were happy to agree to the request and the Chairman will find out the date and circulate it.

(ii) Tregrehan Flooding Issues

Cllr Phillips reported that she and Cllr Breary attended the AGM of Cornwall ALC last month. Reece Hobbs, Environmental Resilience and Adaptation Manager, Cornwall Council gave an interesting presentation. Cllr Phillips has arranged a meeting with Mr Hobbs to agree the next steps. The Chairman and Cllr Phillips, together with a number of residents undertook some river clearance work upstream of Tregrehan on 6 March.

(iii) Tregrehan Methodist Church

The Methodist Church's Property Officer has asked the church's surveyor to make contact with the parish council's surveyor to try to agree a valuation which is acceptable to both parties.

It was noted that Cornwall Council is currently reviewing assets it owns but no longer uses. It has identified Campdowns Chapel as surplus to requirements and the building is likely to be sold. St Austell Bay Parish Council has been offered first refusal on the building as it is in their parish. The Clerk was asked to register Carlyon Parish Council as an interested party as it could be converted into a meeting venue should the chapel purchase fall through. The matter will appear on next month's agenda.

(iv) West Crinnis Field

Following on from last month's discussion regarding safety due to the exposure of the cliff edge where a new section of the SWCP has been laid, signs have been erected, but the Chairman has subsequently received a further complaint that signs are not sufficient. The Chairman explained that this part of the fields was not the parish council's responsibility. Cllr Mustoe was asked to escalate the matter with Cormac.

(vi) Beach Development

It was noted that dogs will be permitted on the beach again this summer. No update was available on the outstanding planning application.

(vi) Highways

There were no highways issues to report

## **(22/162) Financial Matters**

### **(a) Asset Register**

A copy of the Asset Register had been previously circulated. The Asset Register was found to be up to date.

### **(b) Insurance Cover**

Renewal documents had been previously circulated and it was **RESOLVED that the council had sufficient levels of cover and the insurance policy should be renewed on the existing terms.**

### **(d) Current balances were noted and the following payments were authorised:**

DD	Lloyds Bank	Credit Card	£63.74
BACS	MA Grigg Ltd	Posts for cliff warning signs	£5.58
BACS	Cornwall Signs	3 Cliff Warning Signs	£54.00
BACS	Biffa	Annual Service fee for Sea Road bin	£280.80
BACS	Cornwall Council	Printing Neighbourhood Plan consultation	£1,231.21
BACS	Tregrehan Methodist Church	Rent for PC Meetings	£65.00
BACS	Mrs J Larter	March salary	*
BACS	HMRC	Paye/Ni	*
BACS	Cornwall Pension Fund	EE and ER contributions	*
DD	Unity Trust Bank	Quarterly bank charges	£18.00

## **(22/163) Meetings/Training Attended by Councillors or the Clerk**

21 February – Cllrs Breary and Phillips attended the AGM of Cornwall ALC

## **(22/164) Correspondence Received**

A list of correspondence had previously been circulated and in addition notification had been received that the Beryl Bike Ebike scheme will go live on 3 April.

## **(22/165) Dates for the Diary**

2 April – Parish litter pick – 10.00 am, Jubilee Park and West Crinnis Field

## **(22/166) Dates of Forthcoming Meetings**

*18 April (C), 16 May (C), 20 June (T), 18 July (C), 19 September (T), 17 October (C), 21 November (T), 19 December (C)*

## **(22/167) Neighbourhood Plan**

The Chairman invited members of the public to ask questions in relation to the current neighbourhood plan amendment consultation.

A number of questions were asked including the need to protect the field; an opinion that the statement from Brend Hotels contained within the document amounted to marketing; what was the legacy for the future?; has the hotel considered building flats with undercroft parking?; could this be just the first phase of development?; what discussions had taken place between the parish council and Brend Hotels?

The Chairman addressed each point and reminded those present that Brend Hotels first approached the parish council in December and outlined their vision at the December parish council meeting which was held in public and he added that Brend Hotels intend holding a public consultation when they have drawn up firm plans, to which residents will be invited to express their views.

Cllr Mustoe said that the parish council didn't have to consult residents on amending the neighbourhood plan, but the parish council felt it was important to gather residents' opinions. He also stressed the importance of neighbourhood plans as they offer local planning guidance and must be taken into account alongside the National Planning Policy Framework and the Cornwall Local Plan when determining planning applications.

#### **(22/168) Exclusion of the Public and Press**

It was **RESOLVED** that due to the confidential nature of the business to be discussed under Agenda Item 18, under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded from the meeting.

#### **(22/169) Cypress Avenue Verge Cutting**

Two tenders had been received and it was **RESOLVED** to award the contract to cut Cypress Avenue verge to Get Landscaped.

The meeting closed at 7.10 pm

.....  
Chairman

.....  
Date

## Carlyon Parish Council Budget Monitor Report to 31 March 2023

	Budget £	Expenditure £	% of Budget £
<b>Employee Costs</b>			
Clerk's salary (including oncosts)	£ 11,000.00	£ 9,778.17	88.89%
Training & conference expenses	£ 750.00	£ 385.00	51.33%
Clerks Room Allowance	£ 320.00	£ 312.00	97.50%
Clerk's travel and subsistence	£ 350.00	£ 383.60	109.60%
<b>Total employee related costs</b>	<b>£ 12,420.00</b>	<b>£ 10,858.77</b>	<b>87.43%</b>
<b>Administration Costs</b>			
Office expenses	£ 750.00	£ 352.20	46.96%
Postage	£ 200.00	£ 50.65	25.33%
Photocopying	£ 150.00	£ 59.58	39.72%
Office equipment	£ 600.00	£ 72.99	12.17%
Insurance	£ 600.00	£ 573.92	95.65%
Subscriptions	£ 800.00	£ 700.45	87.56%
Website	£ 500.00	£ 308.75	61.75%
Audit Fees	£ 500.00	£ 400.00	80.00%
Bank charges	£ 200.00	£ 108.00	54.00%
Books and Publications	£ 100.00		0.00%
Meeting Expenses	£ 300.00	£ 205.00	68.33%
<b>Total Administration Costs</b>	<b>£ 4,700.00</b>	<b>£ 2,831.54</b>	<b>60.25%</b>
<b>Other Expenses</b>			
Chairman's Allowance	£ 100.00		0.00%
Councillors Travel/Subsistence	£ 500.00		0.00%
Parish Maintenance	£ 10,000.00	£ 4,694.95	46.95%
Parish Projects	£ 7,000.00	£ 1,787.68	25.54%
Parish Newsletter	£ 1,000.00		0.00%
Events	£ 2,000.00	£ 2,676.23	133.81%
Carlyon Recreation Field	£ 1,500.00	£ 569.65	37.98%
Tregrehan Recreation Fields	£ 1,500.00	£ 180.00	12.00%
Neighbourhood Plan	£ 2,000.00	£ 1,966.96	98.35%
Tregrehan Methodist Church		£ 750.00	
<b>Total Other Expenses</b>	<b>£ 25,600.00</b>	<b>£ 12,625.47</b>	<b>49.32%</b>
<b>Total VAT</b>	<b>£ 1,500.00</b>	<b>£ 1,548.60</b>	
<b>Total Expenditure</b>	<b>£ 44,220.00</b>	<b>£ 27,864.38</b>	<b>63.01%</b>

<b>Reserves</b>			
Community building	£ 84,250.00		0.00%
CIL	£ 22,540.00		
<b>Election Fund</b>	<b>£ 1,000.00</b>		
Tregrehan Playing Fields Transfer	£ 3,000.00		
General Contingency	£ 15,000.00	£ -	0.00%
<b>Total Reserves</b>	<b>£ 125,790.00</b>	<b>£ -</b>	<b>0.00%</b>

## Income

Precept	£ 35,069.13	£ 35,069.13	100.00%
CTSG	£ 124.06	£ 124.05	
VAT	£ 1,000.00	£ 1,434.43	
CIL	£ -	£ 5,617.00	
Other Income		£ 2,835.19	
<b>Total Income</b>	<b>£ 36,193.19</b>	<b>£ 45,079.80</b>	

<b>Balance as at 31/03/2022</b>		£ 135,317.05
<b>Add income</b>		£ 45,079.80
<b>Less expenditure</b>		£ 27,864.38
		<b>£ 152,532.47</b>

#### Bank Reconciliation

Balance as at 31/03/2023	Current Account	£ 20,585.46
	Less outstanding payments	£ -
		£ 20,585.46
	Instant	
Balance as at 28/02/2023	Access	£ 131,947.01
	<b>Total Funds Held</b>	<b>£ 152,532.47</b>

### **Correspondence received since the last meeting**

- Citizens' Advice spring newsletter
- Cornwall Council consultation on its Public Space Protection Order (Alcohol Consumption)
- CALC training bulletin
- Cornwall Council's Town and Parish Council newsletter
- Consultation on renewing Cornwall Council's Public Space Protection Order
- Details of outlets operating this summer on Crinnis Beach
- Notification of the forthcoming Network Rail's Customer and Community Improvement Fund