

Carlyon Parish Council

Dear Councillor

You are summoned to attend a **virtual** meeting of **Carlyon Parish Council** to be held on **Tuesday 27 October 2020 at 6.00 pm.**

Any member of the public wishing to attend this meeting should obtain the joining details from the Clerk no later than **12.00 noon on 27 October 2020.** For security reasons no person will be admitted to the meeting without prior notification to the Clerk that they wish to attend.

Julie Larter

Mrs Julie Larter
Clerk
20 October 2020

01872 501101

clerk@carlyon-pc.gov.uk

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

AGENDA

1. Apologies for Absence

2. Minutes of a meeting of the Parish Council held on 22 September 2020

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

3. Declarations of Interest on Items on the Agenda

(a) Pecuniary Interests

Declare those interests which have been declared on your Register of Financial Interests relevant to the agenda of the meeting. Whenever the item is being discussed, including public participation, you must leave the room and not take part in the discussion or decision.

(b) Non-registerable Interests

You must declare Non-Registerable Interests at the start of the meeting or whenever the interest becomes apparent. Then when the matter is being discussed, even during public participation, you must leave the room and not take part in the discussion or decision.

(c) Dispensations

To consider any requests for dispensations relating to items on the agenda

(d) Gifts and Hospitality

To declare any gifts or hospitality

Please call the Clerk before the meeting if you have any queries about these matters.

4. Chairman's Announcements

5. Public Participation

*The Chairman will invite Members of the public to address the meeting in relation to the business to be carried out at the meeting
15 minutes will be allocated for public participation (this can be extended at the Chairman's discretion). Each person addressing the Council will be allocated a maximum of two minutes*

6. Cornwall Councillor's Report

To receive a report from Cllr Tom French CC

7. Planning Applications and Related Matters

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

(i) PA20/07761 – Appletree Cottage, 17 Appletree Lane: Conversion of existing double garage to holiday let

(ii) PA20/08138 – 43 Beach Road: Application for tree works to trees subject to a Tree Preservation Order: removal of an Oak tree in decline and the removal of 4 Ash trees suffering from Ash die back

(iii) PA20/08174 – 15 Appletree Lane: Tree works to the crown of an Oak subject to a TPO to the front of 15 Appletree Lane

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

(v) PA20/08302 – Bliss, 36 Sea Road: Application for a non-material amendment following grant of planning permission PA18/11726. Amendment sought – reduction in height of south-east facing privacy wall

(vi) PA20/07700 – 12 Appletree Lane: Proposed alterations and extension

(b) To receive an update on the following planning application:

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(ii) To note the outcome of an Appeal relating to PA20/02773: Land North West of 7 Tregrehan Mills (Application for permission in principle for proposed development of a single dwelling)
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8. Planning for the Future

To consider writing to Steve Double MP regarding the Government's proposed changes to the planning system

9. Community Governance Review

To note the outcome of the Electoral Review Panel Meeting held on 6 October

10. Neighbourhood Plan

To receive an update from the Steering Group

11. Parish Issues

- (i) Tregrehan Playing Fields
 - (a) Devolution of the fields
 - (b) To note any concerns
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- (iii) Beach Development
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 - To note the current situation
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 - (a) Highways working party
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- (vi) Parish Newsletter
 - To receive feedback and consider the next edition

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(i) *To note that a further instalment of CIL funds in relation to Gwallon Keas has been received*

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

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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

(V) – Virtual, (C) – Charlestown Primary School, (T) – Tregrehan Methodist Centre

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Note: All meetings will be virtual until guidance changes

**MINUTES of a MEETING OF CARLYON PARISH COUNCIL held on TUESDAY 22 September 2020 at 6.00 PM
(This was a virtual meeting)**

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

In attendance: Phil Stallwood, James Shimwell, Jacky Swain, Rachael Davies (representing CEG), Julie Larter (Clerk); 4 members of the public

(20/039) Apologies for Absence

There were no apologies for absence.

(20/040) Minutes of a Meeting of the Parish Council held on 25 August 2020

It was **RESOLVED** that the minutes of the Meeting of the Parish Council held on 25 August 2020 be signed as an accurate record of the meeting.

(20/041) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(20/042) Chairman's Announcements

The Chairman welcomed Cllr Seckerson to the parish council. The Chairman thanked Cllr and Mrs Moore for starting work on painting the railings in Tregrehan.

(20/043) Carlyon Beach Development

Phil Stallwood outlined CEG's proposal for an amended development. A change in sea defences is proposed from the hard defence sea wall in the extant scheme to a softer wall comprising of engineered sand dunes. There would be a central square with outlets selling high quality food and beverages. Gardens will be created rather than the former promenade, providing good connectivity to the beach. It is envisaged that a planning application for the amended scheme will be submitted in November. Colour will be introduced into the architecture.

The Public Right of Way will be retained as will access down the steps.

Phase I will be the erection of 136 residential units and the majority of the food and beverage provision. This will be on Crinnis Beach.

Cllr Entwistle enquired about parking provision for the units and there was concern that there would only be 1 parking space per unit. Overflow parking is to be provided on Par Moor Road.

Retail space is being reduced by 90% to 10,000 square feet. It is the developer's intention that the retail units would be open all year.

It is envisaged that the residential units will be retained by CEG and rented out for short term, long term and retirement lets. Car parking will be managed by CEG as will the estate.

The properties will range from 1 bed studios and 2, 3, 4, and 5 bed units. Larger units will make up 10% of the overall mix.

Cllr Entwistle enquired whether the height of the proposed buildings was any higher than the extant scheme. The buildings will be no higher than the cliffs and stepped roofs will be built rather than the previous flat roofs.

Cllr Clemo asked if there would be any public space available and was told that there will be an undefined multi-purpose room which would be available for hire by schools and could be home to artifacts from the Coliseum.

Cllr Chantrill-Burns asked about access to the beach during the construction phase. Mr Stallwood said that access would be retained but for safety reasons other arrangements may have to be made. CEG will liaise with Cornwall Council and the parish council if this becomes necessary. The access road will always be open except during the laying of utilities but access will remain down the steps.

CEG have sent out letters to residents advising them of the consultation period and dates of webinar presentations.

The Chairman thanked the representatives of CEG for their presentation.

(20/044) Public Participation

A member of the public expressed his concern about the impact of a large development on the beach – he thought it was going to be a smaller development. He was not happy with the design of the apartments.

The Chairman said that the Neighbourhood Plan had always assumed there will be 512 residences on the development but the reality is some of the residences will be an apart hotel and these units may not count towards the housing figures in the parish. The matter needs investigating.

(20/045) Cornwall Councillor's Report

Cllr French has been contacted by a resident who is concerned about the safety of crossing the A390 at Nettles Corner, despite there being a central refuge. Cllr French said that he has taken this up with the Highways Manager who has suggested a speed monitoring exercise could be undertaken and Cllr French asked whether the parish council feels there is a problem. The resident was also concerned that the road was very noisy.

Cornwall Council's Community Governance Review Panel will be meeting shortly. Cornwall Council officers have recommended that Gwallon Keas remains within Carlyon Parish but it is likely that the Town Council will oppose this.

It was **RESOLVED** that the Clerk should ask the Highways Manager to undertake a speed check exercise. If as a result of this speeding is identified to be a problem, then perhaps the speed limit could be changed or a flashing warning sign erected. The option of a pelican crossing could also be investigated.

(20/046) Planning Applications and Related Matters

(i) PA20/07591 – Crinnis Beach, Carlyon Bay: Non material amendment in respect of decision notice PA11/01331 to amend approved parameter plans and associated condition numbers to reflect the revised drawings

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

(ii) PA20/06512 – Porth Avallen Hotel: Works to trees namely to remove dead and dying branches from 4 Monterey Pines between hotel and 53a Kintail subject to a TPO

It was **RESOLVED** that the Clerk respond to the Planning Authority stating that subject to the Tree Officer being content, the Parish Council has no objections to the proposal.

(iii) PA20/06846 – Crinnis House: Tree works subject to a TPO

It was **RESOLVED** that the Clerk respond to the Planning Authority stating that subject to the Tree Officer being content, the Parish Council has no objections to the proposal.

(iv) PA20/07736 – Land Adjacent to A390 Holmbush Road: Non Material amendment to revise window surround detail on the Charlestown, Gwallon V1, Keas V3, Perran and Sanderson house types and remove window surround detail on Southall housetype from decision PA17/07933 dated 12.04.2018

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.

(v) PA20/07801 – Gwallon Keas Site, Holmbush Road: Works to trees subject to a Tree Preservation Order: 3 Ash, 2 Hawthorn, 2 Oak, 1 Beech and 1 Goat Willow

It was **RESOLVED** that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the Parish Council has no objections subject to the Tree Officer being content.

(b) Update on Outstanding Planning Application:

PA20/04542 – 9 Boscundle Close: Proposed woodland holiday lodges and associated works
The Clerk reported that the Tree Officer has now commented on the application and the Planning Officer is awaiting a tree impact report from the applicant. The Planning Officer is still minded to refuse the application.

(20/047) Neighbourhood Plan

Cllr Entwistle thanked Robin and Juliet for their hard work in re-jigging the plan to take into account comments made by Cornwall Council officers. Some significant changes are needed involving additional work and it is the steering group's intention to engage a consultant to undertake the work at a cost of £400 and grant funding is to be sought to cover this. Robin reported that he is waiting for a response from Emma Ball of Cornwall Council regarding settlement boundaries and the group is waiting on some information regarding flooding and Sandy River.

The next Neighbourhood Plan Steering Group meeting will be held immediately after the parish council meeting.

(20/048) Working Parties

(a) Environment and Climate Change Working Party

The Chairman reported that the village gateways are due to be installed in Tregrehan this week.

(b) Other Working Parties

It was **RESOLVED to produce a parish newsletter twice a year with the first edition going to press on 2 October. A budget of £600 per print run was allocated.** It is intended that this edition will give an outline of the role of the parish council; a Neighbourhood Plan update; CEG to provide copy on their plans for the beach development; an introduction to the new owners of Boscundle Manor; an update on parish projects and an article on the Carlyon Support Group. The Chairman asked each councillor to give a brief introduction of themselves. Cllr Thompson had some reservations about this in connection with next year's elections but the Clerk explained that purdah was not likely to start until March. The Chairman explained that the councillor bio needed to be on an "all or none" basis and Cllr Thompson will give the matter further consideration. It is hoped in future to sell advertising space which should offset the production costs. The newsletter will be distributed by volunteers in a similar manner to the Community Support flyer earlier in the year.

Fly tipping on Trenowah Road and Bodelva Road continues to be a problem and the Chairman would like to set up a residents' group in Tregrehan to maintain the verges in the hope that this may reduce incidents.

The Chairman asked whether a similar group should be set up on Carlyon Bay. Cllr Clemo volunteered to lead the group who would monitor the impact of the beach development as well as other traffic related issues in the ward.

Residents in Tregrehan are concerned about speeding and a working group is to be set up to see what can be done. The Chairman will lead.

(20/049) Parish Issues

(i) Tregrehan Playing Fields

(a) Devolution of the fields

The Chairman explained that one of the stumbling blocks was the cost of emptying bins in the fields. The Clerk was asked to set up a meeting with Cornwall Council to discuss if there could be a compromise position.

(b) Request to hold weekly Walking Football sessions

A request has been received from St Austell Walking Football Club to use the field on Sunday mornings between 10.00 and 11.30am, weather dependent, commencing on 4 November. It was **RESOLVED that the council has no objections to this provided all cars are parked on the field.**

Cllr Seckerson reported that other football groups are regularly using the field but are parking in the road. The Clerk mentioned the "Rule of 6". She said that only groups affiliated to a governing body should be meeting at the present time. If the footballers continue to use the field, Cllr Seckerson will ask the groups to contact the Clerk in order that proper parking arrangements can be made.

(c) Concerns

The Clerk reported that Cormac will undertake repairs to the gate locking link.

(ii) Carlyon Recreation Area

Cllr Thompson reported that once again green waste is being dumped adjacent to the SWCP again.

(iii) Beach Development

It was noted that there has been a recent cliff fall. CEG have installed CCTV cameras to monitor and have put up rope to prevent people getting too close. Cllr Clemo did not feel that the rope is adequate and this has been fed back to CEG.

(iv) Tree Preservation Order for Carlyon Bay

The Clerk reported that she is meeting Cllr Breary on Thursday to look at trees and would welcome any input from councillors prior to that if there are any concerns about particular trees.

(v) Highways Concerns

The Chairman reported that he has recently addended a meeting of a working party set up by the Town Council exploring ways of improving the connectivity and improving cycle routes. SABEF is leading on the initiative.

(20/050) Financial Matters

(a) Donations totalling £15 have been made to the Carlyon Support Group and it was **RESOLVED that this sum should be donated to St Austell Food Bank.**

(b) It was **RESOLVED that in order to comply with the parish council's financial regulations, the Clerk should be issued with a credit card from Unity Trust Bank. The set-up charge is £50.00 and there is a monthly fee of £3.00.**

(c) It was noted that the annual pay award for Local Government Employees has now been agreed. Cllr Taylor has checked and agreed the Clerk's pay and pension calculations.

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

BACS	A & A Maintenance	Concrete bases for picnic tables in Tregrehan	£300.00
		Clearing/pruning Haddon Way triangle	£80.00
BACS	GET Landscaped Ltd	Watering planters (August)	£96.00
BACS	St Austell Bay Parish Council	50% share of Clerk's attendance at SLCC Virtual National Conference	£12.50
BACS	Mrs J Larter	Salary	*
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BACS	Cornwall Pension Fund	EE and ER contributions	*
BACS	HMRC	Quarterly PAYE	*

*Publication of salary payments is excluded under the Data Protection Act

(20/051) Correspondence Received

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

- Request for volunteers to man drive-thru flu vaccination clinics
- Invitation to attend the Carbon Neutral Cornwall Hive online event on 26 September
- Town and Parish Council newsletter giving details of the Electoral Review Panel's forthcoming meetings. It was noted that officers changed their previous recommendation that Gwallon Keas should be transferred to the Town Council, in part in response to representations made by Carlyon Bay residents and the Chairman expressed his thanks to those residents for their support
- Invitation to attend Cornwall Council's briefing on the Local Outbreak Management Plan on 12 October

(20/052) Dates for the Diary

Immediately after this meeting the Neighbourhood Plan Working Party is to meet.

23 October – Eden – Heligan Trail Working Party meeting – the Chairman is to attend

(20/053) Dates of Forthcoming Meetings (C) – *Charlestown Primary School*, (T) – *Tregrehan Methodist Centre*. It was noted that meetings will be held virtually until Government advice changes.

27 October (T), 24 November (C), 17 December (T)

The meeting closed at 7.28 pm

DRAFT

Carlyon Parish Council Budget Monitor Report to 30 September 2020

	Budget £	Expenditure £	% of Budget £
Employee Costs			
Clerk's salary (including oncosts)	£ 10,250.00	£ 4,629.46	45.17%
Training & conference expenses	£ 1,000.00	£ 12.50	1.25%
Clerks Room Allowance	£ 216.00	£ 116.00	53.70%
Clerk's travel and subsistence	£ 300.00	£ 63.90	21.30%
Total employee related costs	£ 11,766.00	£ 4,821.86	40.98%
Administration Costs			
Office expenses	£ 600.00	£ 7.88	1.31%
Postage	£ 150.00	£ 35.93	23.95%
Photocopying	£ 150.00	£ 101.50	67.67%
Office equipment	£ 600.00	£ 344.39	57.40%
Insurance	£ 600.00	£ 357.71	59.62%
Subscriptions	£ 700.00	£ 545.99	78.00%
Website	£ 500.00	£ 60.00	12.00%
Audit Fees	£ 500.00	£ 200.00	40.00%
Bank charges	£ 100.00	£ 36.00	36.00%
Books and Publications	£ 100.00	£ -	0.00%
Meeting Expenses	£ 300.00	£ 30.00	10.00%
Total Administration Costs	£ 4,300.00	£ 1,719.40	39.99%
Other Expenses			
Chairman's Allowance	£ 100.00	£ -	0.00%
Councillors Travel/Subsistence	£ 500.00	£ -	0.00%
Street Furniture Maintenance	£ 1,500.00	£ -	0.00%
Devolved Services	£ 1,000.00	£ 380.00	38.00%
Parish Projects	£ 6,000.00	£ 1,147.65	19.13%
Carlyon Recreation Field	£ 1,500.00	£ 1,300.00	86.67%
Tregrehan Recreation Fields	£ 1,500.00	£ -	0.00%
Footpath maintenance	£ 600.00		0.00%
Neighbourhood Plan	£ 2,000.00	£ -	0.00%
Neighbourhood Plan Grant	£ -	£ 1,073.40	
Total Other Expenses	£ 14,700.00	£ 3,901.05	26.54%
Total VAT		£ 317.70	
Total Expenditure	£ 30,766.00	£ 10,760.01	34.97%
Reserves			
Election Fund	£ 2,000.00	£ -	0.00%
Community building	£ 70,000.00	£ -	0.00%
Flood Alleviation	£ 5,000.00	£ -	0.00%
General Contingency	£ 4,000.00	£ -	0.00%
Total Reserves	£ 81,000.00	£ -	0.00%
Income			
Precept	£ 26,827.81	£ 26,827.81	100.00%

CTSG	£	-	£	284.90
VAT	£	-	£	448.10
Bank Interest			£	86.69
CIL			£	2,762.63
Other Income				
Total Income	£	26,827.81	£	30,410.13

Balance as at 31/03/2020		£	99,293.66
Add income		£	30,410.13
Less expenditure		£	10,760.01
		£	118,943.78
Bank Reconciliation			
Balance as at 30/09/2020	Current Account	£	28,307.52
	Less outstanding payments	£	-
		£	28,307.52
	Instant		
Balance as at 31/08/2020	Access	£	90,641.26
	Total Funds Held	£	118,948.78

Correspondence received since 22 September 2020

- Town and Parish Council newsletters
- Citizens Advice newsletter
- Invitation to attend CALC finance training
- Information regarding Cornwall Council's "We're Watching You" anti-dog fouling campaign
- Details of Loan Sharks information events
- Information regarding the Eden Geothermal Project (via Cllr Moore)
- Information on the Annual Poppy Appeal and alternative ways of obtaining a poppy this year
- Details of "We're Watching You" anti dog fouling campaign

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DRAFT

Carlyon Parish Council Budget Monitor Report to 30 September 2020

	Budget £	Expenditure £	% of Budget £
Employee Costs			
Clerk's salary (including oncosts)	£ 10,250.00	£ 4,629.46	45.17%
Training & conference expenses	£ 1,000.00	£ 12.50	1.25%
Clerks Room Allowance	£ 216.00	£ 116.00	53.70%
Clerk's travel and subsistence	£ 300.00	£ 63.90	21.30%
Total employee related costs	£ 11,766.00	£ 4,821.86	40.98%
Administration Costs			
Office expenses	£ 600.00	£ 7.88	1.31%
Postage	£ 150.00	£ 35.93	23.95%
Photocopying	£ 150.00	£ 101.50	67.67%
Office equipment	£ 600.00	£ 344.39	57.40%
Insurance	£ 600.00	£ 357.71	59.62%
Subscriptions	£ 700.00	£ 545.99	78.00%
Website	£ 500.00	£ 60.00	12.00%
Audit Fees	£ 500.00	£ 200.00	40.00%
Bank charges	£ 100.00	£ 36.00	36.00%
Books and Publications	£ 100.00	£ -	0.00%
Meeting Expenses	£ 300.00	£ 30.00	10.00%
Total Administration Costs	£ 4,300.00	£ 1,719.40	39.99%
Other Expenses			
Chairman's Allowance	£ 100.00	£ -	0.00%
Councillors Travel/Subsistence	£ 500.00	£ -	0.00%
Street Furniture Maintenance	£ 1,500.00	£ -	0.00%
Devolved Services	£ 1,000.00	£ 380.00	38.00%
Parish Projects	£ 6,000.00	£ 1,147.65	19.13%
Carlyon Recreation Field	£ 1,500.00	£ 1,300.00	86.67%
Tregrehan Recreation Fields	£ 1,500.00	£ -	0.00%
Footpath maintenance	£ 600.00		0.00%
Neighbourhood Plan	£ 2,000.00	£ -	0.00%
Neighbourhood Plan Grant	£ -	£ 1,073.40	
Total Other Expenses	£ 14,700.00	£ 3,901.05	26.54%
Total VAT		£ 317.70	
Total Expenditure	£ 30,766.00	£ 10,760.01	34.97%
Reserves			
Election Fund	£ 2,000.00	£ -	0.00%
Community building	£ 70,000.00	£ -	0.00%
Flood Alleviation	£ 5,000.00	£ -	0.00%
General Contingency	£ 4,000.00	£ -	0.00%
Total Reserves	£ 81,000.00	£ -	0.00%
Income			
Precept	£ 26,827.81	£ 26,827.81	100.00%

CTSG	£	-	£	284.90
VAT	£	-	£	448.10
Bank Interest			£	86.69
CIL			£	2,762.63
Other Income				
Total Income	£	26,827.81	£	30,410.13

Balance as at 31/03/2020		£	99,293.66
Add income		£	30,410.13
Less expenditure		£	10,760.01
		£	118,943.78
Bank Reconciliation			
Balance as at 30/09/2020	Current Account	£	28,307.52
	Less outstanding payments	£	-
		£	28,307.52
	Instant		
Balance as at 31/08/2020	Access	£	90,641.26
	Total Funds Held	£	118,948.78

Correspondence received since 22 September 2020

- Town and Parish Council newsletters
- Citizens Advice newsletter
- Invitation to attend CALC finance training
- Information regarding Cornwall Council's "We're Watching You" anti-dog fouling campaign
- Details of Loan Sharks information events
- Information regarding the Eden Geothermal Project (via Cllr Moore)
- Information on the Annual Poppy Appeal and alternative ways of obtaining a poppy this year
- Details of "We're Watching You" anti dog fouling campaign

Carlyon Parish Council

Dear Councillor

You are summoned to attend a **virtual** meeting of **Carlyon Parish Council** to be held on **Tuesday 27 October 2020 at 6.00 pm.**

Any member of the public wishing to attend this meeting should obtain the joining details from the Clerk no later than **12.00 noon on 27 October 2020.** For security reasons no person will be admitted to the meeting without prior notification to the Clerk that they wish to attend.

Julie Larter

Mrs Julie Larter
Clerk
20 October 2020

01872 501101

clerk@carlyon-pc.gov.uk

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

AGENDA

1. Apologies for Absence

2. Minutes of a meeting of the Parish Council held on 22 September 2020

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

Pages 4-9

3. Declarations of Interest on Items on the Agenda

(a) Pecuniary Interests

Declare those interests which have been declared on your Register of Financial Interests relevant to the agenda of the meeting. Whenever the item is being discussed, including public participation, you must leave the room and not take part in the discussion or decision.

(b) Non-registerable Interests

You must declare Non-Registerable Interests at the start of the meeting or whenever the interest becomes apparent. Then when the matter is being discussed, even during public participation, you must leave the room and not take part in the discussion or decision.

(c) Dispensations

To consider any requests for dispensations relating to items on the agenda

(d) Gifts and Hospitality

To declare any gifts or hospitality

Please call the Clerk before the meeting if you have any queries about these matters.

4. Chairman's Announcements

5. Public Participation

*The Chairman will invite Members of the public to address the meeting in relation to the business to be carried out at the meeting
15 minutes will be allocated for public participation (this can be extended at the Chairman's discretion). Each person addressing the Council will be allocated a maximum of two minutes*

6. Cornwall Councillor's Report

To receive a report from Cllr Tom French CC

7. Planning Applications and Related Matters

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

(i) PA20/07761 – Appletree Cottage, 17 Appletree Lane: Conversion of existing double garage to holiday let

(ii) PA20/08138 – 43 Beach Road: Application for tree works to trees subject to a Tree Preservation Order: removal of an Oak tree in decline and the removal of 4 Ash trees suffering from Ash die back

(iii) PA20/08174 – 15 Appletree Lane: Tree works to the crown of an Oak subject to a TPO to the front of 15 Appletree Lane

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

(v) PA20/08302 – Bliss, 36 Sea Road: Application for a non-material amendment following grant of planning permission PA18/11726. Amendment sought – reduction in height of south-east facing privacy wall

(vi) PA20/07700 – 12 Appletree Lane: Proposed alterations and extension

(b) To receive an update on the following planning application:

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

(ii) To note the outcome of an Appeal relating to PA20/02773: Land North West of 7 Tregrehan Mills (Application for permission in principle for proposed development of a single dwelling)
Appeal dismissed

8. Planning for the Future

To consider writing to Steve Double MP regarding the Government's proposed changes to the planning system

9. Community Governance Review

To note the outcome of the Electoral Review Panel Meeting held on 6 October

10. Neighbourhood Plan

To receive an update from the Steering Group

11. Parish Issues

- (i) Tregrehan Playing Fields
 - (a) Devolution of the fields
 - (b) To note any concerns
- (ii) Carlyon Recreation Area
 - To note any concerns
- (iii) Beach Development
 - To note any concerns
- (iv) Tree Preservation Order for Carlyon Bay
 - To note the current situation
- (v) Highways
 - (a) Highways working party
 - (b) To note any highways concerns
- (vi) Parish Newsletter
 - To receive feedback and consider the next edition

12. Financial Matters

(i) *To note that a further instalment of CIL funds in relation to Gwallon Keas has been received*

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

10 - 11

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 12

15. Dates for the Diary

To note dates for members' diaries

16. Dates of Forthcoming Meetings

(V) – Virtual, (C) – Charlestown Primary School, (T) – Tregrehan Methodist Centre

24 November (Virtual or C), 17 December (Virtual or T)

Note: All meetings will be virtual until guidance changes

**MINUTES of a MEETING OF CARLYON PARISH COUNCIL held on TUESDAY 22 September 2020 at 6.00 PM
(This was a virtual meeting)**

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

In attendance: Phil Stallwood, James Shimwell, Jacky Swain, Rachael Davies (representing CEG), Julie Larter (Clerk); 4 members of the public

(20/039) Apologies for Absence

There were no apologies for absence.

(20/040) Minutes of a Meeting of the Parish Council held on 25 August 2020

It was **RESOLVED** that the minutes of the Meeting of the Parish Council held on 25 August 2020 be signed as an accurate record of the meeting.

(20/041) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(20/042) Chairman's Announcements

The Chairman welcomed Cllr Seckerson to the parish council. The Chairman thanked Cllr and Mrs Moore for starting work on painting the railings in Tregrehan.

(20/043) Carlyon Beach Development

Phil Stallwood outlined CEG's proposal for an amended development. A change in sea defences is proposed from the hard defence sea wall in the extant scheme to a softer wall comprising of engineered sand dunes. There would be a central square with outlets selling high quality food and beverages. Gardens will be created rather than the former promenade, providing good connectivity to the beach. It is envisaged that a planning application for the amended scheme will be submitted in November. Colour will be introduced into the architecture.

The Public Right of Way will be retained as will access down the steps.

Phase I will be the erection of 136 residential units and the majority of the food and beverage provision. This will be on Crinnis Beach.

Cllr Entwistle enquired about parking provision for the units and there was concern that there would only be 1 parking space per unit. Overflow parking is to be provided on Par Moor Road.

Retail space is being reduced by 90% to 10,000 square feet. It is the developer's intention that the retail units would be open all year.

It is envisaged that the residential units will be retained by CEG and rented out for short term, long term and retirement lets. Car parking will be managed by CEG as will the estate.

The properties will range from 1 bed studios and 2, 3, 4, and 5 bed units. Larger units will make up 10% of the overall mix.

Cllr Entwistle enquired whether the height of the proposed buildings was any higher than the extant scheme. The buildings will be no higher than the cliffs and stepped roofs will be built rather than the previous flat roofs.

Cllr Clemo asked if there would be any public space available and was told that there will be an undefined multi-purpose room which would be available for hire by schools and could be home to artifacts from the Coliseum.

Cllr Chantrill-Burns asked about access to the beach during the construction phase. Mr Stallwood said that access would be retained but for safety reasons other arrangements may have to be made. CEG will liaise with Cornwall Council and the parish council if this becomes necessary. The access road will always be open except during the laying of utilities but access will remain down the steps.

CEG have sent out letters to residents advising them of the consultation period and dates of webinar presentations.

The Chairman thanked the representatives of CEG for their presentation.

(20/044) Public Participation

A member of the public expressed his concern about the impact of a large development on the beach – he thought it was going to be a smaller development. He was not happy with the design of the apartments.

The Chairman said that the Neighbourhood Plan had always assumed there will be 512 residences on the development but the reality is some of the residences will be an apart hotel and these units may not count towards the housing figures in the parish. The matter needs investigating.

(20/045) Cornwall Councillor's Report

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The meeting closed at 7.28 pm

DRAFT

Carlyon Parish Council Budget Monitor Report to 30 September 2020

	Budget £	Expenditure £	% of Budget £
Employee Costs			
Clerk's salary (including oncosts)	£ 10,250.00	£ 4,629.46	45.17%
Training & conference expenses	£ 1,000.00	£ 12.50	1.25%
Clerks Room Allowance	£ 216.00	£ 116.00	53.70%
Clerk's travel and subsistence	£ 300.00	£ 63.90	21.30%
Total employee related costs	£ 11,766.00	£ 4,821.86	40.98%
Administration Costs			
Office expenses	£ 600.00	£ 7.88	1.31%
Postage	£ 150.00	£ 35.93	23.95%
Photocopying	£ 150.00	£ 101.50	67.67%
Office equipment	£ 600.00	£ 344.39	57.40%
Insurance	£ 600.00	£ 357.71	59.62%
Subscriptions	£ 700.00	£ 545.99	78.00%
Website	£ 500.00	£ 60.00	12.00%
Audit Fees	£ 500.00	£ 200.00	40.00%
Bank charges	£ 100.00	£ 36.00	36.00%
Books and Publications	£ 100.00	£ -	0.00%
Meeting Expenses	£ 300.00	£ 30.00	10.00%
Total Administration Costs	£ 4,300.00	£ 1,719.40	39.99%
Other Expenses			
Chairman's Allowance	£ 100.00	£ -	0.00%
Councillors Travel/Subsistence	£ 500.00	£ -	0.00%
Street Furniture Maintenance	£ 1,500.00	£ -	0.00%
Devolved Services	£ 1,000.00	£ 380.00	38.00%
Parish Projects	£ 6,000.00	£ 1,147.65	19.13%
Carlyon Recreation Field	£ 1,500.00	£ 1,300.00	86.67%
Tregrehan Recreation Fields	£ 1,500.00	£ -	0.00%
Footpath maintenance	£ 600.00		0.00%
Neighbourhood Plan	£ 2,000.00	£ -	0.00%
Neighbourhood Plan Grant	£ -	£ 1,073.40	
Total Other Expenses	£ 14,700.00	£ 3,901.05	26.54%
Total VAT		£ 317.70	
Total Expenditure	£ 30,766.00	£ 10,760.01	34.97%
Reserves			
Election Fund	£ 2,000.00	£ -	0.00%
Community building	£ 70,000.00	£ -	0.00%
Flood Alleviation	£ 5,000.00	£ -	0.00%
General Contingency	£ 4,000.00	£ -	0.00%
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Other Income				
Total Income	£	26,827.81	£	30,410.13

Balance as at 31/03/2020		£	99,293.66
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- Citizens Advice newsletter
- Invitation to attend CALC finance training
- Information regarding Cornwall Council's "We're Watching You" anti-dog fouling campaign
- Details of Loan Sharks information events
- Information regarding the Eden Geothermal Project (via Cllr Moore)
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Carlyon Parish Council

Dear Councillor

You are summoned to attend a **virtual** meeting of **Carlyon Parish Council** to be held on **Tuesday 27 October 2020 at 6.00 pm.**

Any member of the public wishing to attend this meeting should obtain the joining details from the Clerk no later than **12.00 noon on 27 October 2020.** For security reasons no person will be admitted to the meeting without prior notification to the Clerk that they wish to attend.

Julie Larter

Mrs Julie Larter
Clerk
20 October 2020

01872 501101

clerk@carlyon-pc.gov.uk

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

AGENDA

1. Apologies for Absence

2. Minutes of a meeting of the Parish Council held on 22 September 2020

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

3. Declarations of Interest on Items on the Agenda

(a) Pecuniary Interests

Declare those interests which have been declared on your Register of Financial Interests relevant to the agenda of the meeting. Whenever the item is being discussed, including public participation, you must leave the room and not take part in the discussion or decision.

(b) Non-registerable Interests

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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 carried out at the meeting
15 minutes will be allocated for public participation (this can be extended at the Chairman's discretion). Each person addressing the Council will be allocated a maximum of two minutes*

6. Cornwall Councillor's Report

To receive a report from Cllr Tom French CC

7. Planning Applications and Related Matters

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

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To receive an update from the Steering Group

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 - (a) Devolution of the fields
 - (b) To note any concerns
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 - To receive feedback and consider the next edition

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(i) *To note that a further instalment of CIL funds in relation to Gwallon Keas has been received*

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

10 - 11

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 12

15. Dates for the Diary

To note dates for members' diaries

16. Dates of Forthcoming Meetings

(V) – Virtual, (C) – Charlestown Primary School, (T) – Tregrehan Methodist Centre

24 November (Virtual or C), 17 December (Virtual or T)

Note: All meetings will be virtual until guidance changes

**MINUTES of a MEETING OF CARLYON PARISH COUNCIL held on TUESDAY 22 September 2020 at 6.00 PM
(This was a virtual meeting)**

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

In attendance: Phil Stallwood, James Shimwell, Jacky Swain, Rachael Davies (representing CEG), Julie Larter (Clerk); 4 members of the public

(20/039) Apologies for Absence

There were no apologies for absence.

(20/040) Minutes of a Meeting of the Parish Council held on 25 August 2020

It was **RESOLVED** that the minutes of the Meeting of the Parish Council held on 25 August 2020 be signed as an accurate record of the meeting.

(20/041) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(20/042) Chairman's Announcements

The Chairman welcomed Cllr Seckerson to the parish council. The Chairman thanked Cllr and Mrs Moore for starting work on painting the railings in Tregrehan.

(20/043) Carlyon Beach Development

Phil Stallwood outlined CEG's proposal for an amended development. A change in sea defences is proposed from the hard defence sea wall in the extant scheme to a softer wall comprising of engineered sand dunes. There would be a central square with outlets selling high quality food and beverages. Gardens will be created rather than the former promenade, providing good connectivity to the beach. It is envisaged that a planning application for the amended scheme will be submitted in November. Colour will be introduced into the architecture.

The Public Right of Way will be retained as will access down the steps.

Phase I will be the erection of 136 residential units and the majority of the food and beverage provision. This will be on Crinnis Beach.

Cllr Entwistle enquired about parking provision for the units and there was concern that there would only be 1 parking space per unit. Overflow parking is to be provided on Par Moor Road.

Retail space is being reduced by 90% to 10,000 square feet. It is the developer's intention that the retail units would be open all year.

It is envisaged that the residential units will be retained by CEG and rented out for short term, long term and retirement lets. Car parking will be managed by CEG as will the estate.

The properties will range from 1 bed studios and 2, 3, 4, and 5 bed units. Larger units will make up 10% of the overall mix.

Cllr Entwistle enquired whether the height of the proposed buildings was any higher than the extant scheme. The buildings will be no higher than the cliffs and stepped roofs will be built rather than the previous flat roofs.

Cllr Clemo asked if there would be any public space available and was told that there will be an undefined multi-purpose room which would be available for hire by schools and could be home to artifacts from the Coliseum.

Cllr Chantrill-Burns asked about access to the beach during the construction phase. Mr Stallwood said that access would be retained but for safety reasons other arrangements may have to be made. CEG will liaise with Cornwall Council and the parish council if this becomes necessary. The access road will always be open except during the laying of utilities but access will remain down the steps.

CEG have sent out letters to residents advising them of the consultation period and dates of webinar presentations.

The Chairman thanked the representatives of CEG for their presentation.

(20/044) Public Participation

A member of the public expressed his concern about the impact of a large development on the beach – he thought it was going to be a smaller development. He was not happy with the design of the apartments.

The Chairman said that the Neighbourhood Plan had always assumed there will be 512 residences on the development but the reality is some of the residences will be an apart hotel and these units may not count towards the housing figures in the parish. The matter needs investigating.

(20/045) Cornwall Councillor's Report

Cllr French has been contacted by a resident who is concerned about the safety of crossing the A390 at Nettles Corner, despite there being a central refuge. Cllr French said that he has taken this up with the Highways Manager who has suggested a speed monitoring exercise could be undertaken and Cllr French asked whether the parish council feels there is a problem. The resident was also concerned that the road was very noisy.

Cornwall Council's Community Governance Review Panel will be meeting shortly. Cornwall Council officers have recommended that Gwallon Keas remains within Carlyon Parish but it is likely that the Town Council will oppose this.

It was **RESOLVED** that the Clerk should ask the Highways Manager to undertake a speed check exercise. If as a result of this speeding is identified to be a problem, then perhaps the speed limit could be changed or a flashing warning sign erected. The option of a pelican crossing could also be investigated.

(20/046) Planning Applications and Related Matters

(i) PA20/07591 – Crinnis Beach, Carlyon Bay: Non material amendment in respect of decision notice PA11/01331 to amend approved parameter plans and associated condition numbers to reflect the revised drawings

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

(ii) PA20/06512 – Porth Avallen Hotel: Works to trees namely to remove dead and dying branches from 4 Monterey Pines between hotel and 53a Kintail subject to a TPO

It was **RESOLVED** that the Clerk respond to the Planning Authority stating that subject to the Tree Officer being content, the Parish Council has no objections to the proposal.

(iii) PA20/06846 – Crinnis House: Tree works subject to a TPO

It was **RESOLVED** that the Clerk respond to the Planning Authority stating that subject to the Tree Officer being content, the Parish Council has no objections to the proposal.

(iv) PA20/07736 – Land Adjacent to A390 Holmbush Road: Non Material amendment to revise window surround detail on the Charlestown, Gwallon V1, Keas V3, Perran and Sanderson house types and remove window surround detail on Southall housetype from decision PA17/07933 dated 12.04.2018

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.

(v) PA20/07801 – Gwallon Keas Site, Holmbush Road: Works to trees subject to a Tree Preservation Order: 3 Ash, 2 Hawthorn, 2 Oak, 1 Beech and 1 Goat Willow

It was **RESOLVED** that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the Parish Council has no objections subject to the Tree Officer being content.

(b) Update on Outstanding Planning Application:

PA20/04542 – 9 Boscundle Close: Proposed woodland holiday lodges and associated works
The Clerk reported that the Tree Officer has now commented on the application and the Planning Officer is awaiting a tree impact report from the applicant. The Planning Officer is still minded to refuse the application.

(20/047) Neighbourhood Plan

Cllr Entwistle thanked Robin and Juliet for their hard work in re-jigging the plan to take into account comments made by Cornwall Council officers. Some significant changes are needed involving additional work and it is the steering group's intention to engage a consultant to undertake the work at a cost of £400 and grant funding is to be sought to cover this. Robin reported that he is waiting for a response from Emma Ball of Cornwall Council regarding settlement boundaries and the group is waiting on some information regarding flooding and Sandy River.

The next Neighbourhood Plan Steering Group meeting will be held immediately after the parish council meeting.

(20/048) Working Parties

(a) Environment and Climate Change Working Party

The Chairman reported that the village gateways are due to be installed in Tregrehan this week.

(b) Other Working Parties

It was **RESOLVED to produce a parish newsletter twice a year with the first edition going to press on 2 October. A budget of £600 per print run was allocated.** It is intended that this edition will give an outline of the role of the parish council; a Neighbourhood Plan update; CEG to provide copy on their plans for the beach development; an introduction to the new owners of Boscundle Manor; an update on parish projects and an article on the Carlyon Support Group. The Chairman asked each councillor to give a brief introduction of themselves. Cllr Thompson had some reservations about this in connection with next year's elections but the Clerk explained that purdah was not likely to start until March. The Chairman explained that the councillor bio needed to be on an "all or none" basis and Cllr Thompson will give the matter further consideration. It is hoped in future to sell advertising space which should offset the production costs. The newsletter will be distributed by volunteers in a similar manner to the Community Support flyer earlier in the year.

Fly tipping on Trenowah Road and Bodelva Road continues to be a problem and the Chairman would like to set up a residents' group in Tregrehan to maintain the verges in the hope that this may reduce incidents.

The Chairman asked whether a similar group should be set up on Carlyon Bay. Cllr Clemo volunteered to lead the group who would monitor the impact of the beach development as well as other traffic related issues in the ward.

Residents in Tregrehan are concerned about speeding and a working group is to be set up to see what can be done. The Chairman will lead.

(20/049) Parish Issues

(i) Tregrehan Playing Fields

(a) Devolution of the fields

The Chairman explained that one of the stumbling blocks was the cost of emptying bins in the fields. The Clerk was asked to set up a meeting with Cornwall Council to discuss if there could be a compromise position.

(b) Request to hold weekly Walking Football sessions

A request has been received from St Austell Walking Football Club to use the field on Sunday mornings between 10.00 and 11.30am, weather dependent, commencing on 4 November. It was **RESOLVED that the council has no objections to this provided all cars are parked on the field.**

Cllr Seckerson reported that other football groups are regularly using the field but are parking in the road. The Clerk mentioned the "Rule of 6". She said that only groups affiliated to a governing body should be meeting at the present time. If the footballers continue to use the field, Cllr Seckerson will ask the groups to contact the Clerk in order that proper parking arrangements can be made.

(c) Concerns

The Clerk reported that Cormac will undertake repairs to the gate locking link.

(ii) Carlyon Recreation Area

Cllr Thompson reported that once again green waste is being dumped adjacent to the SWCP again.

(iii) Beach Development

It was noted that there has been a recent cliff fall. CEG have installed CCTV cameras to monitor and have put up rope to prevent people getting too close. Cllr Clemo did not feel that the rope is adequate and this has been fed back to CEG.

(iv) Tree Preservation Order for Carlyon Bay

The Clerk reported that she is meeting Cllr Breary on Thursday to look at trees and would welcome any input from councillors prior to that if there are any concerns about particular trees.

(v) Highways Concerns

The Chairman reported that he has recently addended a meeting of a working party set up by the Town Council exploring ways of improving the connectivity and improving cycle routes. SABEF is leading on the initiative.

(20/050) Financial Matters

(a) Donations totalling £15 have been made to the Carlyon Support Group and it was **RESOLVED that this sum should be donated to St Austell Food Bank.**

(b) It was **RESOLVED that in order to comply with the parish council's financial regulations, the Clerk should be issued with a credit card from Unity Trust Bank. The set-up charge is £50.00 and there is a monthly fee of £3.00.**

(c) It was noted that the annual pay award for Local Government Employees has now been agreed. Cllr Taylor has checked and agreed the Clerk's pay and pension calculations.

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

BACS	A & A Maintenance	Concrete bases for picnic tables in Tregrehan	£300.00
		Clearing/pruning Haddon Way triangle	£80.00
BACS	GET Landscaped Ltd	Watering planters (August)	£96.00
BACS	St Austell Bay Parish Council	50% share of Clerk's attendance at SLCC Virtual National Conference	£12.50
BACS	Mrs J Larter	Salary	*
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BACS	Cornwall Pension Fund	EE and ER contributions	*
BACS	HMRC	Quarterly PAYE	*

*Publication of salary payments is excluded under the Data Protection Act

(20/051) Correspondence Received

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

- Request for volunteers to man drive-thru flu vaccination clinics
- Invitation to attend the Carbon Neutral Cornwall Hive online event on 26 September
- Town and Parish Council newsletter giving details of the Electoral Review Panel's forthcoming meetings. It was noted that officers changed their previous recommendation that Gwallon Keas should be transferred to the Town Council, in part in response to representations made by Carlyon Bay residents and the Chairman expressed his thanks to those residents for their support
- Invitation to attend Cornwall Council's briefing on the Local Outbreak Management Plan on 12 October

(20/052) Dates for the Diary

Immediately after this meeting the Neighbourhood Plan Working Party is to meet.

23 October – Eden – Heligan Trail Working Party meeting – the Chairman is to attend

(20/053) Dates of Forthcoming Meetings (C) – *Charlestown Primary School*, (T) – *Tregrehan Methodist Centre*. It was noted that meetings will be held virtually until Government advice changes.

27 October (T), 24 November (C), 17 December (T)

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15. Dates for the Diary

To note dates for members' diaries

16. Dates of Forthcoming Meetings

(V) – Virtual, (C) – Charlestown Primary School, (T) – Tregrehan Methodist Centre

24 November (Virtual or C), 17 December (Virtual or T)

Note: All meetings will be virtual until guidance changes

**MINUTES of a MEETING OF CARLYON PARISH COUNCIL held on TUESDAY 22 September 2020 at 6.00 PM
(This was a virtual meeting)**

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

In attendance: Phil Stallwood, James Shimwell, Jacky Swain, Rachael Davies (representing CEG), Julie Larter (Clerk); 4 members of the public

(20/039) Apologies for Absence

There were no apologies for absence.

(20/040) Minutes of a Meeting of the Parish Council held on 25 August 2020

It was **RESOLVED** that the minutes of the Meeting of the Parish Council held on 25 August 2020 be signed as an accurate record of the meeting.

(20/041) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(20/042) Chairman's Announcements

The Chairman welcomed Cllr Seckerson to the parish council. The Chairman thanked Cllr and Mrs Moore for starting work on painting the railings in Tregrehan.

(20/043) Carlyon Beach Development

Phil Stallwood outlined CEG's proposal for an amended development. A change in sea defences is proposed from the hard defence sea wall in the extant scheme to a softer wall comprising of engineered sand dunes. There would be a central square with outlets selling high quality food and beverages. Gardens will be created rather than the former promenade, providing good connectivity to the beach. It is envisaged that a planning application for the amended scheme will be submitted in November. Colour will be introduced into the architecture.

The Public Right of Way will be retained as will access down the steps.

Phase I will be the erection of 136 residential units and the majority of the food and beverage provision. This will be on Crinnis Beach.

Cllr Entwistle enquired about parking provision for the units and there was concern that there would only be 1 parking space per unit. Overflow parking is to be provided on Par Moor Road.

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Residents in Tregrehan are concerned about speeding and a working group is to be set up to see what can be done. The Chairman will lead.

(20/049) Parish Issues

(i) Tregrehan Playing Fields

(a) Devolution of the fields

The Chairman explained that one of the stumbling blocks was the cost of emptying bins in the fields. The Clerk was asked to set up a meeting with Cornwall Council to discuss if there could be a compromise position.

(b) Request to hold weekly Walking Football sessions

A request has been received from St Austell Walking Football Club to use the field on Sunday mornings between 10.00 and 11.30am, weather dependent, commencing on 4 November. It was **RESOLVED that the council has no objections to this provided all cars are parked on the field.**

Cllr Seckerson reported that other football groups are regularly using the field but are parking in the road. The Clerk mentioned the "Rule of 6". She said that only groups affiliated to a governing body should be meeting at the present time. If the footballers continue to use the field, Cllr Seckerson will ask the groups to contact the Clerk in order that proper parking arrangements can be made.

(c) Concerns

The Clerk reported that Cormac will undertake repairs to the gate locking link.

(ii) Carlyon Recreation Area

Cllr Thompson reported that once again green waste is being dumped adjacent to the SWCP again.

(iii) Beach Development

It was noted that there has been a recent cliff fall. CEG have installed CCTV cameras to monitor and have put up rope to prevent people getting too close. Cllr Clemo did not feel that the rope is adequate and this has been fed back to CEG.

(iv) Tree Preservation Order for Carlyon Bay

The Clerk reported that she is meeting Cllr Breary on Thursday to look at trees and would welcome any input from councillors prior to that if there are any concerns about particular trees.

(v) Highways Concerns

The Chairman reported that he has recently addended a meeting of a working party set up by the Town Council exploring ways of improving the connectivity and improving cycle routes. SABEF is leading on the initiative.

(20/050) Financial Matters

(a) Donations totalling £15 have been made to the Carlyon Support Group and it was **RESOLVED that this sum should be donated to St Austell Food Bank.**

(b) It was **RESOLVED that in order to comply with the parish council's financial regulations, the Clerk should be issued with a credit card from Unity Trust Bank. The set-up charge is £50.00 and there is a monthly fee of £3.00.**

(c) It was noted that the annual pay award for Local Government Employees has now been agreed. Cllr Taylor has checked and agreed the Clerk's pay and pension calculations.

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

BACS	A & A Maintenance	Concrete bases for picnic tables in Tregrehan	£300.00
		Clearing/pruning Haddon Way triangle	£80.00
BACS	GET Landscaped Ltd	Watering planters (August)	£96.00
BACS	St Austell Bay Parish Council	50% share of Clerk's attendance at SLCC Virtual National Conference	£12.50
BACS	Mrs J Larter	Salary	*
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BACS	Cornwall Pension Fund	EE and ER contributions	*
BACS	HMRC	Quarterly PAYE	*

*Publication of salary payments is excluded under the Data Protection Act

(20/051) Correspondence Received

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

- Request for volunteers to man drive-thru flu vaccination clinics
- Invitation to attend the Carbon Neutral Cornwall Hive online event on 26 September
- Town and Parish Council newsletter giving details of the Electoral Review Panel's forthcoming meetings. It was noted that officers changed their previous recommendation that Gwallon Keas should be transferred to the Town Council, in part in response to representations made by Carlyon Bay residents and the Chairman expressed his thanks to those residents for their support
- Invitation to attend Cornwall Council's briefing on the Local Outbreak Management Plan on 12 October

(20/052) Dates for the Diary

Immediately after this meeting the Neighbourhood Plan Working Party is to meet.

23 October – Eden – Heligan Trail Working Party meeting – the Chairman is to attend

(20/053) Dates of Forthcoming Meetings (C) – *Charlestown Primary School*, (T) – *Tregrehan Methodist Centre*. It was noted that meetings will be held virtually until Government advice changes.

27 October (T), 24 November (C), 17 December (T)

The meeting closed at 7.28 pm

DRAFT

Carlyon Parish Council Budget Monitor Report to 30 September 2020

	Budget £	Expenditure £	% of Budget £
Employee Costs			
Clerk's salary (including oncosts)	£ 10,250.00	£ 4,629.46	45.17%
Training & conference expenses	£ 1,000.00	£ 12.50	1.25%
Clerks Room Allowance	£ 216.00	£ 116.00	53.70%
Clerk's travel and subsistence	£ 300.00	£ 63.90	21.30%
Total employee related costs	£ 11,766.00	£ 4,821.86	40.98%
Administration Costs			
Office expenses	£ 600.00	£ 7.88	1.31%
Postage	£ 150.00	£ 35.93	23.95%
Photocopying	£ 150.00	£ 101.50	67.67%
Office equipment	£ 600.00	£ 344.39	57.40%
Insurance	£ 600.00	£ 357.71	59.62%
Subscriptions	£ 700.00	£ 545.99	78.00%
Website	£ 500.00	£ 60.00	12.00%
Audit Fees	£ 500.00	£ 200.00	40.00%
Bank charges	£ 100.00	£ 36.00	36.00%
Books and Publications	£ 100.00	£ -	0.00%
Meeting Expenses	£ 300.00	£ 30.00	10.00%
Total Administration Costs	£ 4,300.00	£ 1,719.40	39.99%
Other Expenses			
Chairman's Allowance	£ 100.00	£ -	0.00%
Councillors Travel/Subsistence	£ 500.00	£ -	0.00%
Street Furniture Maintenance	£ 1,500.00	£ -	0.00%
Devolved Services	£ 1,000.00	£ 380.00	38.00%
Parish Projects	£ 6,000.00	£ 1,147.65	19.13%
Carlyon Recreation Field	£ 1,500.00	£ 1,300.00	86.67%
Tregrehan Recreation Fields	£ 1,500.00	£ -	0.00%
Footpath maintenance	£ 600.00		0.00%
Neighbourhood Plan	£ 2,000.00	£ -	0.00%
Neighbourhood Plan Grant	£ -	£ 1,073.40	
Total Other Expenses	£ 14,700.00	£ 3,901.05	26.54%
Total VAT		£ 317.70	
Total Expenditure	£ 30,766.00	£ 10,760.01	34.97%
Reserves			
Election Fund	£ 2,000.00	£ -	0.00%
Community building	£ 70,000.00	£ -	0.00%
Flood Alleviation	£ 5,000.00	£ -	0.00%
General Contingency	£ 4,000.00	£ -	0.00%
Total Reserves	£ 81,000.00	£ -	0.00%
Income			
Precept	£ 26,827.81	£ 26,827.81	100.00%

CTSG	£	-	£	284.90
VAT	£	-	£	448.10
Bank Interest			£	86.69
CIL			£	2,762.63
Other Income				
Total Income	£	26,827.81	£	30,410.13

Balance as at 31/03/2020		£	99,293.66
	Add income	£	30,410.13
	Less expenditure	£	10,760.01
		£	118,943.78
Bank Reconciliation			
Balance as at 30/09/2020	Current Account	£	28,307.52
	Less outstanding payments	£	-
		£	28,307.52
	Instant		
Balance as at 31/08/2020	Access	£	90,641.26
	Total Funds Held	£	118,948.78

Correspondence received since 22 September 2020

- Town and Parish Council newsletters
- Citizens Advice newsletter
- Invitation to attend CALC finance training
- Information regarding Cornwall Council's "We're Watching You" anti-dog fouling campaign
- Details of Loan Sharks information events
- Information regarding the Eden Geothermal Project (via Cllr Moore)
- Information on the Annual Poppy Appeal and alternative ways of obtaining a poppy this year
- Details of "We're Watching You" anti dog fouling campaign

Carlyon Parish Council

Dear Councillor

You are summoned to attend a **virtual** meeting of **Carlyon Parish Council** to be held on **Tuesday 27 October 2020 at 6.00 pm.**

Any member of the public wishing to attend this meeting should obtain the joining details from the Clerk no later than **12.00 noon on 27 October 2020.** For security reasons no person will be admitted to the meeting without prior notification to the Clerk that they wish to attend.

Julie Larter

Mrs Julie Larter
Clerk
20 October 2020

01872 501101

clerk@carlyon-pc.gov.uk

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

AGENDA

1. Apologies for Absence

2. Minutes of a meeting of the Parish Council held on 22 September 2020

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

3. Declarations of Interest on Items on the Agenda

(a) Pecuniary Interests

Declare those interests which have been declared on your Register of Financial Interests relevant to the agenda of the meeting. Whenever the item is being discussed, including public participation, you must leave the room and not take part in the discussion or decision.

(b) Non-registerable Interests

You must declare Non-Registerable Interests at the start of the meeting or whenever the interest becomes apparent. Then when the matter is being discussed, even during public participation, you must leave the room and not take part in the discussion or decision.

(c) Dispensations

To consider any requests for dispensations relating to items on the agenda

(d) Gifts and Hospitality

To declare any gifts or hospitality

Please call the Clerk before the meeting if you have any queries about these matters.

4. Chairman's Announcements

5. Public Participation

*The Chairman will invite Members of the public to address the meeting in relation to the business to be carried out at the meeting
15 minutes will be allocated for public participation (this can be extended at the Chairman's discretion). Each person addressing the Council will be allocated a maximum of two minutes*

6. Cornwall Councillor's Report

To receive a report from Cllr Tom French CC

7. Planning Applications and Related Matters

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

(i) PA20/07761 – Appletree Cottage, 17 Appletree Lane: Conversion of existing double garage to holiday let

(ii) PA20/08138 – 43 Beach Road: Application for tree works to trees subject to a Tree Preservation Order: removal of an Oak tree in decline and the removal of 4 Ash trees suffering from Ash die back

(iii) PA20/08174 – 15 Appletree Lane: Tree works to the crown of an Oak subject to a TPO to the front of 15 Appletree Lane

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

(v) PA20/08302 – Bliss, 36 Sea Road: Application for a non-material amendment following grant of planning permission PA18/11726. Amendment sought – reduction in height of south-east facing privacy wall

(vi) PA20/07700 – 12 Appletree Lane: Proposed alterations and extension

(b) To receive an update on the following planning application:

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

(ii) To note the outcome of an Appeal relating to PA20/02773: Land North West of 7 Tregrehan Mills (Application for permission in principle for proposed development of a single dwelling)
Appeal dismissed

8. Planning for the Future

To consider writing to Steve Double MP regarding the Government's proposed changes to the planning system

9. Community Governance Review

To note the outcome of the Electoral Review Panel Meeting held on 6 October

10. Neighbourhood Plan

To receive an update from the Steering Group

11. Parish Issues

- (i) Tregrehan Playing Fields
 - (a) Devolution of the fields
 - (b) To note any concerns
- (ii) Carlyon Recreation Area
 - To note any concerns
- (iii) Beach Development
 - To note any concerns
- (iv) Tree Preservation Order for Carlyon Bay
 - To note the current situation
- (v) Highways
 - (a) Highways working party
 - (b) To note any highways concerns
- (vi) Parish Newsletter
 - To receive feedback and consider the next edition

12. Financial Matters

(i) *To note that a further instalment of CIL funds in relation to Gwallon Keas has been received*

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

10 - 11

13. Training/Meetings Attended

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

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The Chairman explained that one of the stumbling blocks was the cost of emptying bins in the fields. The Clerk was asked to set up a meeting with Cornwall Council to discuss if there could be a compromise position.

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A request has been received from St Austell Walking Football Club to use the field on Sunday mornings between 10.00 and 11.30am, weather dependent, commencing on 4 November. It was **RESOLVED that the council has no objections to this provided all cars are parked on the field.**

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- Information on the Annual Poppy Appeal and alternative ways of obtaining a poppy this year
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Carlyon Parish Council

Dear Councillor

You are summoned to attend a **virtual** meeting of **Carlyon Parish Council** to be held on **Tuesday 27 October 2020 at 6.00 pm.**

Any member of the public wishing to attend this meeting should obtain the joining details from the Clerk no later than **12.00 noon on 27 October 2020.** For security reasons no person will be admitted to the meeting without prior notification to the Clerk that they wish to attend.

Julie Larter

Mrs Julie Larter
Clerk
20 October 2020

01872 501101

clerk@carlyon-pc.gov.uk

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

AGENDA

1. Apologies for Absence

2. Minutes of a meeting of the Parish Council held on 22 September 2020

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

3. Declarations of Interest on Items on the Agenda

(a) Pecuniary Interests

Declare those interests which have been declared on your Register of Financial Interests relevant to the agenda of the meeting. Whenever the item is being discussed, including public participation, you must leave the room and not take part in the discussion or decision.

(b) Non-registerable Interests

You must declare Non-Registerable Interests at the start of the meeting or whenever the interest becomes apparent. Then when the matter is being discussed, even during public participation, you must leave the room and not take part in the discussion or decision.

(c) Dispensations

To consider any requests for dispensations relating to items on the agenda

(d) Gifts and Hospitality

To declare any gifts or hospitality

Please call the Clerk before the meeting if you have any queries about these matters.

4. Chairman's Announcements

5. Public Participation

*The Chairman will invite Members of the public to address the meeting in relation to the business to be carried out at the meeting
15 minutes will be allocated for public participation (this can be extended at the Chairman's discretion). Each person addressing the Council will be allocated a maximum of two minutes*

6. Cornwall Councillor's Report

To receive a report from Cllr Tom French CC

7. Planning Applications and Related Matters

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

(i) PA20/07761 – Appletree Cottage, 17 Appletree Lane: Conversion of existing double garage to holiday let

(ii) PA20/08138 – 43 Beach Road: Application for tree works to trees subject to a Tree Preservation Order: removal of an Oak tree in decline and the removal of 4 Ash trees suffering from Ash die back

(iii) PA20/08174 – 15 Appletree Lane: Tree works to the crown of an Oak subject to a TPO to the front of 15 Appletree Lane

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

(v) PA20/08302 – Bliss, 36 Sea Road: Application for a non-material amendment following grant of planning permission PA18/11726. Amendment sought – reduction in height of south-east facing privacy wall

(vi) PA20/07700 – 12 Appletree Lane: Proposed alterations and extension

(b) To receive an update on the following planning application:

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

(ii) To note the outcome of an Appeal relating to PA20/02773: Land North West of 7 Tregrehan Mills (Application for permission in principle for proposed development of a single dwelling)
Appeal dismissed

8. Planning for the Future

To consider writing to Steve Double MP regarding the Government's proposed changes to the planning system

9. Community Governance Review

To note the outcome of the Electoral Review Panel Meeting held on 6 October

10. Neighbourhood Plan

To receive an update from the Steering Group

11. Parish Issues

- (i) Tregrehan Playing Fields
 - (a) Devolution of the fields
 - (b) To note any concerns
- (ii) Carlyon Recreation Area
 - To note any concerns
- (iii) Beach Development
 - To note any concerns
- (iv) Tree Preservation Order for Carlyon Bay
 - To note the current situation
- (v) Highways
 - (a) Highways working party
 - (b) To note any highways concerns
- (vi) Parish Newsletter
 - To receive feedback and consider the next edition

12. Financial Matters

(i) *To note that a further instalment of CIL funds in relation to Gwallon Keas has been received*

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

10 - 11

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 12

15. Dates for the Diary

To note dates for members' diaries

16. Dates of Forthcoming Meetings

(V) – Virtual, (C) – Charlestown Primary School, (T) – Tregrehan Methodist Centre

24 November (Virtual or C), 17 December (Virtual or T)

Note: All meetings will be virtual until guidance changes

**MINUTES of a MEETING OF CARLYON PARISH COUNCIL held on TUESDAY 22
September 2020 at 6.00 PM
(This was a virtual meeting)**

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

In attendance: Phil Stallwood, James Shimwell, Jacky Swain, Rachael Davies (representing CEG), Julie Larter (Clerk); 4 members of the public

(20/039) Apologies for Absence

There were no apologies for absence.

(20/040) Minutes of a Meeting of the Parish Council held on 25 August 2020

It was **RESOLVED** that the minutes of the Meeting of the Parish Council held on 25 August 2020 be signed as an accurate record of the meeting.

(20/041) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(20/042) Chairman's Announcements

The Chairman welcomed Cllr Seckerson to the parish council. The Chairman thanked Cllr and Mrs Moore for starting work on painting the railings in Tregrehan.

(20/043) Carlyon Beach Development

Phil Stallwood outlined CEG's proposal for an amended development. A change in sea defences is proposed from the hard defence sea wall in the extant scheme to a softer wall comprising of engineered sand dunes. There would be a central square with outlets selling high quality food and beverages. Gardens will be created rather than the former promenade, providing good connectivity to the beach. It is envisaged that a planning application for the amended scheme will be submitted in November. Colour will be introduced into the architecture.

The Public Right of Way will be retained as will access down the steps.

Phase I will be the erection of 136 residential units and the majority of the food and beverage provision. This will be on Crinnis Beach.

Cllr Entwistle enquired about parking provision for the units and there was concern that there would only be 1 parking space per unit. Overflow parking is to be provided on Par Moor Road.

Retail space is being reduced by 90% to 10,000 square feet. It is the developer's intention that the retail units would be open all year.

It is envisaged that the residential units will be retained by CEG and rented out for short term, long term and retirement lets. Car parking will be managed by CEG as will the estate.

The properties will range from 1 bed studios and 2, 3, 4, and 5 bed units. Larger units will make up 10% of the overall mix.

Cllr Entwistle enquired whether the height of the proposed buildings was any higher than the extant scheme. The buildings will be no higher than the cliffs and stepped roofs will be built rather than the previous flat roofs.

Cllr Clemo asked if there would be any public space available and was told that there will be an undefined multi-purpose room which would be available for hire by schools and could be home to artifacts from the Coliseum.

Cllr Chantrill-Burns asked about access to the beach during the construction phase. Mr Stallwood said that access would be retained but for safety reasons other arrangements may have to be made. CEG will liaise with Cornwall Council and the parish council if this becomes necessary. The access road will always be open except during the laying of utilities but access will remain down the steps.

CEG have sent out letters to residents advising them of the consultation period and dates of webinar presentations.

The Chairman thanked the representatives of CEG for their presentation.

(20/044) Public Participation

A member of the public expressed his concern about the impact of a large development on the beach – he thought it was going to be a smaller development. He was not happy with the design of the apartments.

The Chairman said that the Neighbourhood Plan had always assumed there will be 512 residences on the development but the reality is some of the residences will be an apart hotel and these units may not count towards the housing figures in the parish. The matter needs investigating.

(20/045) Cornwall Councillor's Report

Cllr French has been contacted by a resident who is concerned about the safety of crossing the A390 at Nettles Corner, despite there being a central refuge. Cllr French said that he has taken this up with the Highways Manager who has suggested a speed monitoring exercise could be undertaken and Cllr French asked whether the parish council feels there is a problem. The resident was also concerned that the road was very noisy.

Cornwall Council's Community Governance Review Panel will be meeting shortly. Cornwall Council officers have recommended that Gwallon Keas remains within Carlyon Parish but it is likely that the Town Council will oppose this.

It was **RESOLVED** that the Clerk should ask the Highways Manager to undertake a speed check exercise. If as a result of this speeding is identified to be a problem, then perhaps the speed limit could be changed or a flashing warning sign erected. The option of a pelican crossing could also be investigated.

(20/046) Planning Applications and Related Matters

(i) PA20/07591 – Crinnis Beach, Carlyon Bay: Non material amendment in respect of decision notice PA11/01331 to amend approved parameter plans and associated condition numbers to reflect the revised drawings

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

(ii) PA20/06512 – Porth Avallen Hotel: Works to trees namely to remove dead and dying branches from 4 Monterey Pines between hotel and 53a Kintail subject to a TPO

It was **RESOLVED** that the Clerk respond to the Planning Authority stating that subject to the Tree Officer being content, the Parish Council has no objections to the proposal.

(iii) PA20/06846 – Crinnis House: Tree works subject to a TPO

It was **RESOLVED** that the Clerk respond to the Planning Authority stating that subject to the Tree Officer being content, the Parish Council has no objections to the proposal.

(iv) PA20/07736 – Land Adjacent to A390 Holmbush Road: Non Material amendment to revise window surround detail on the Charlestown, Gwallon V1, Keas V3, Perran and Sanderson house types and remove window surround detail on Southall housetype from decision PA17/07933 dated 12.04.2018

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.

(v) PA20/07801 – Gwallon Keas Site, Holmbush Road: Works to trees subject to a Tree Preservation Order: 3 Ash, 2 Hawthorn, 2 Oak, 1 Beech and 1 Goat Willow

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(b) Update on Outstanding Planning Application:

PA20/04542 – 9 Boscundle Close: Proposed woodland holiday lodges and associated works
The Clerk reported that the Tree Officer has now commented on the application and the Planning Officer is awaiting a tree impact report from the applicant. The Planning Officer is still minded to refuse the application.

(20/047) Neighbourhood Plan

Cllr Entwistle thanked Robin and Juliet for their hard work in re-jigging the plan to take into account comments made by Cornwall Council officers. Some significant changes are needed involving additional work and it is the steering group's intention to engage a consultant to undertake the work at a cost of £400 and grant funding is to be sought to cover this. Robin reported that he is waiting for a response from Emma Ball of Cornwall Council regarding settlement boundaries and the group is waiting on some information regarding flooding and Sandy River.

The next Neighbourhood Plan Steering Group meeting will be held immediately after the parish council meeting.

(20/048) Working Parties

(a) Environment and Climate Change Working Party

The Chairman reported that the village gateways are due to be installed in Tregrehan this week.

(b) Other Working Parties

It was **RESOLVED to produce a parish newsletter twice a year with the first edition going to press on 2 October. A budget of £600 per print run was allocated.** It is intended that this edition will give an outline of the role of the parish council; a Neighbourhood Plan update; CEG to provide copy on their plans for the beach development; an introduction to the new owners of Boscundle Manor; an update on parish projects and an article on the Carlyon Support Group. The Chairman asked each councillor to give a brief introduction of themselves. Cllr Thompson had some reservations about this in connection with next year's elections but the Clerk explained that purdah was not likely to start until March. The Chairman explained that the councillor bio needed to be on an "all or none" basis and Cllr Thompson will give the matter further consideration. It is hoped in future to sell advertising space which should offset the production costs. The newsletter will be distributed by volunteers in a similar manner to the Community Support flyer earlier in the year.

Fly tipping on Trenowah Road and Bodelva Road continues to be a problem and the Chairman would like to set up a residents' group in Tregrehan to maintain the verges in the hope that this may reduce incidents.

The Chairman asked whether a similar group should be set up on Carlyon Bay. Cllr Clemo volunteered to lead the group who would monitor the impact of the beach development as well as other traffic related issues in the ward.

Residents in Tregrehan are concerned about speeding and a working group is to be set up to see what can be done. The Chairman will lead.

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(a) Devolution of the fields

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You are summoned to attend a **virtual** meeting of **Carlyon Parish Council** to be held on **Tuesday 27 October 2020 at 6.00 pm.**

Any member of the public wishing to attend this meeting should obtain the joining details from the Clerk no later than **12.00 noon on 27 October 2020.** For security reasons no person will be admitted to the meeting without prior notification to the Clerk that they wish to attend.

Julie Larter

Mrs Julie Larter
Clerk
20 October 2020

01872 501101

clerk@carlyon-pc.gov.uk

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

AGENDA

1. Apologies for Absence

2. Minutes of a meeting of the Parish Council held on 22 September 2020

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

3. Declarations of Interest on Items on the Agenda

(a) Pecuniary Interests

Declare those interests which have been declared on your Register of Financial Interests relevant to the agenda of the meeting. Whenever the item is being discussed, including public participation, you must leave the room and not take part in the discussion or decision.

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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 carried out at the meeting
15 minutes will be allocated for public participation (this can be extended at the Chairman's discretion). Each person addressing the Council will be allocated a maximum of two minutes*

6. Cornwall Councillor's Report

To receive a report from Cllr Tom French CC

7. Planning Applications and Related Matters

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

(i) PA20/07761 – Appletree Cottage, 17 Appletree Lane: Conversion of existing double garage to holiday let

(ii) PA20/08138 – 43 Beach Road: Application for tree works to trees subject to a Tree Preservation Order: removal of an Oak tree in decline and the removal of 4 Ash trees suffering from Ash die back

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(b) To receive an update on the following planning application:

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(ii) To note the outcome of an Appeal relating to PA20/02773: Land North West of 7 Tregrehan Mills (Application for permission in principle for proposed development of a single dwelling)
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 - (a) Highways working party
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(i) *To note that a further instalment of CIL funds in relation to Gwallon Keas has been received*

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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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To note dates for members' diaries

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(V) – Virtual, (C) – Charlestown Primary School, (T) – Tregrehan Methodist Centre

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Note: All meetings will be virtual until guidance changes

**MINUTES of a MEETING OF CARLYON PARISH COUNCIL held on TUESDAY 22 September 2020 at 6.00 PM
(This was a virtual meeting)**

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

In attendance: Phil Stallwood, James Shimwell, Jacky Swain, Rachael Davies (representing CEG), Julie Larter (Clerk); 4 members of the public

(20/039) Apologies for Absence

There were no apologies for absence.

(20/040) Minutes of a Meeting of the Parish Council held on 25 August 2020

It was **RESOLVED** that the minutes of the Meeting of the Parish Council held on 25 August 2020 be signed as an accurate record of the meeting.

(20/041) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(20/042) Chairman's Announcements

The Chairman welcomed Cllr Seckerson to the parish council. The Chairman thanked Cllr and Mrs Moore for starting work on painting the railings in Tregrehan.

(20/043) Carlyon Beach Development

Phil Stallwood outlined CEG's proposal for an amended development. A change in sea defences is proposed from the hard defence sea wall in the extant scheme to a softer wall comprising of engineered sand dunes. There would be a central square with outlets selling high quality food and beverages. Gardens will be created rather than the former promenade, providing good connectivity to the beach. It is envisaged that a planning application for the amended scheme will be submitted in November. Colour will be introduced into the architecture.

The Public Right of Way will be retained as will access down the steps.

Phase I will be the erection of 136 residential units and the majority of the food and beverage provision. This will be on Crinnis Beach.

Cllr Entwistle enquired about parking provision for the units and there was concern that there would only be 1 parking space per unit. Overflow parking is to be provided on Par Moor Road.

Retail space is being reduced by 90% to 10,000 square feet. It is the developer's intention that the retail units would be open all year.

It is envisaged that the residential units will be retained by CEG and rented out for short term, long term and retirement lets. Car parking will be managed by CEG as will the estate.

The properties will range from 1 bed studios and 2, 3, 4, and 5 bed units. Larger units will make up 10% of the overall mix.

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CEG have sent out letters to residents advising them of the consultation period and dates of webinar presentations.

The Chairman thanked the representatives of CEG for their presentation.

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A member of the public expressed his concern about the impact of a large development on the beach – he thought it was going to be a smaller development. He was not happy with the design of the apartments.

The Chairman said that the Neighbourhood Plan had always assumed there will be 512 residences on the development but the reality is some of the residences will be an apart hotel and these units may not count towards the housing figures in the parish. The matter needs investigating.

(20/045) Cornwall Councillor's Report

Cllr French has been contacted by a resident who is concerned about the safety of crossing the A390 at Nettles Corner, despite there being a central refuge. Cllr French said that he has taken this up with the Highways Manager who has suggested a speed monitoring exercise could be undertaken and Cllr French asked whether the parish council feels there is a problem. The resident was also concerned that the road was very noisy.

Cornwall Council's Community Governance Review Panel will be meeting shortly. Cornwall Council officers have recommended that Gwallon Keas remains within Carlyon Parish but it is likely that the Town Council will oppose this.

It was **RESOLVED** that the Clerk should ask the Highways Manager to undertake a speed check exercise. If as a result of this speeding is identified to be a problem, then perhaps the speed limit could be changed or a flashing warning sign erected. The option of a pelican crossing could also be investigated.

(20/046) Planning Applications and Related Matters

(i) PA20/07591 – Crinnis Beach, Carlyon Bay: Non material amendment in respect of decision notice PA11/01331 to amend approved parameter plans and associated condition numbers to reflect the revised drawings

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

(ii) PA20/06512 – Porth Avallen Hotel: Works to trees namely to remove dead and dying branches from 4 Monterey Pines between hotel and 53a Kintail subject to a TPO

It was **RESOLVED** that the Clerk respond to the Planning Authority stating that subject to the Tree Officer being content, the Parish Council has no objections to the proposal.

(iii) PA20/06846 – Crinnis House: Tree works subject to a TPO

It was **RESOLVED** that the Clerk respond to the Planning Authority stating that subject to the Tree Officer being content, the Parish Council has no objections to the proposal.

(iv) PA20/07736 – Land Adjacent to A390 Holmbush Road: Non Material amendment to revise window surround detail on the Charlestown, Gwallon V1, Keas V3, Perran and Sanderson house types and remove window surround detail on Southall housetype from decision PA17/07933 dated 12.04.2018

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.

(v) PA20/07801 – Gwallon Keas Site, Holmbush Road: Works to trees subject to a Tree Preservation Order: 3 Ash, 2 Hawthorn, 2 Oak, 1 Beech and 1 Goat Willow

It was **RESOLVED** that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the Parish Council has no objections subject to the Tree Officer being content.

(b) Update on Outstanding Planning Application:

PA20/04542 – 9 Boscundle Close: Proposed woodland holiday lodges and associated works
The Clerk reported that the Tree Officer has now commented on the application and the Planning Officer is awaiting a tree impact report from the applicant. The Planning Officer is still minded to refuse the application.

(20/047) Neighbourhood Plan

Cllr Entwistle thanked Robin and Juliet for their hard work in re-jigging the plan to take into account comments made by Cornwall Council officers. Some significant changes are needed involving additional work and it is the steering group's intention to engage a consultant to undertake the work at a cost of £400 and grant funding is to be sought to cover this. Robin reported that he is waiting for a response from Emma Ball of Cornwall Council regarding settlement boundaries and the group is waiting on some information regarding flooding and Sandy River.

The next Neighbourhood Plan Steering Group meeting will be held immediately after the parish council meeting.

(20/048) Working Parties

(a) Environment and Climate Change Working Party

The Chairman reported that the village gateways are due to be installed in Tregrehan this week.

(b) Other Working Parties

It was **RESOLVED to produce a parish newsletter twice a year with the first edition going to press on 2 October. A budget of £600 per print run was allocated.** It is intended that this edition will give an outline of the role of the parish council; a Neighbourhood Plan update; CEG to provide copy on their plans for the beach development; an introduction to the new owners of Boscundle Manor; an update on parish projects and an article on the Carlyon Support Group. The Chairman asked each councillor to give a brief introduction of themselves. Cllr Thompson had some reservations about this in connection with next year's elections but the Clerk explained that purdah was not likely to start until March. The Chairman explained that the councillor bio needed to be on an "all or none" basis and Cllr Thompson will give the matter further consideration. It is hoped in future to sell advertising space which should offset the production costs. The newsletter will be distributed by volunteers in a similar manner to the Community Support flyer earlier in the year.

Fly tipping on Trenowah Road and Bodelva Road continues to be a problem and the Chairman would like to set up a residents' group in Tregrehan to maintain the verges in the hope that this may reduce incidents.

The Chairman asked whether a similar group should be set up on Carlyon Bay. Cllr Clemo volunteered to lead the group who would monitor the impact of the beach development as well as other traffic related issues in the ward.

Residents in Tregrehan are concerned about speeding and a working group is to be set up to see what can be done. The Chairman will lead.

(20/049) Parish Issues

(i) Tregrehan Playing Fields

(a) Devolution of the fields

The Chairman explained that one of the stumbling blocks was the cost of emptying bins in the fields. The Clerk was asked to set up a meeting with Cornwall Council to discuss if there could be a compromise position.

(b) Request to hold weekly Walking Football sessions

A request has been received from St Austell Walking Football Club to use the field on Sunday mornings between 10.00 and 11.30am, weather dependent, commencing on 4 November. It was **RESOLVED that the council has no objections to this provided all cars are parked on the field.**

Cllr Seckerson reported that other football groups are regularly using the field but are parking in the road. The Clerk mentioned the "Rule of 6". She said that only groups affiliated to a governing body should be meeting at the present time. If the footballers continue to use the field, Cllr Seckerson will ask the groups to contact the Clerk in order that proper parking arrangements can be made.

(c) Concerns

The Clerk reported that Cormac will undertake repairs to the gate locking link.

(ii) Carlyon Recreation Area

Cllr Thompson reported that once again green waste is being dumped adjacent to the SWCP again.

(iii) Beach Development

It was noted that there has been a recent cliff fall. CEG have installed CCTV cameras to monitor and have put up rope to prevent people getting too close. Cllr Clemo did not feel that the rope is adequate and this has been fed back to CEG.

(iv) Tree Preservation Order for Carlyon Bay

The Clerk reported that she is meeting Cllr Breary on Thursday to look at trees and would welcome any input from councillors prior to that if there are any concerns about particular trees.

(v) Highways Concerns

The Chairman reported that he has recently addended a meeting of a working party set up by the Town Council exploring ways of improving the connectivity and improving cycle routes. SABEF is leading on the initiative.

(20/050) Financial Matters

(a) Donations totalling £15 have been made to the Carlyon Support Group and it was **RESOLVED that this sum should be donated to St Austell Food Bank.**

(b) It was **RESOLVED that in order to comply with the parish council's financial regulations, the Clerk should be issued with a credit card from Unity Trust Bank. The set-up charge is £50.00 and there is a monthly fee of £3.00.**

(c) It was noted that the annual pay award for Local Government Employees has now been agreed. Cllr Taylor has checked and agreed the Clerk's pay and pension calculations.

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

BACS	A & A Maintenance	Concrete bases for picnic tables in Tregrehan	£300.00
		Clearing/pruning Haddon Way triangle	£80.00
BACS	GET Landscaped Ltd	Watering planters (August)	£96.00
BACS	St Austell Bay Parish Council	50% share of Clerk's attendance at SLCC Virtual National Conference	£12.50
BACS	Mrs J Larter	Salary	*
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BACS	Cornwall Pension Fund	EE and ER contributions	*
BACS	HMRC	Quarterly PAYE	*

*Publication of salary payments is excluded under the Data Protection Act

(20/051) Correspondence Received

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

- Request for volunteers to man drive-thru flu vaccination clinics
- Invitation to attend the Carbon Neutral Cornwall Hive online event on 26 September
- Town and Parish Council newsletter giving details of the Electoral Review Panel's forthcoming meetings. It was noted that officers changed their previous recommendation that Gwallon Keas should be transferred to the Town Council, in part in response to representations made by Carlyon Bay residents and the Chairman expressed his thanks to those residents for their support
- Invitation to attend Cornwall Council's briefing on the Local Outbreak Management Plan on 12 October

(20/052) Dates for the Diary

Immediately after this meeting the Neighbourhood Plan Working Party is to meet.

23 October – Eden – Heligan Trail Working Party meeting – the Chairman is to attend

(20/053) Dates of Forthcoming Meetings (C) – *Charlestown Primary School*, (T) – *Tregrehan Methodist Centre*. It was noted that meetings will be held virtually until Government advice changes.

27 October (T), 24 November (C), 17 December (T)

The meeting closed at 7.28 pm

DRAFT

Carlyon Parish Council Budget Monitor Report to 30 September 2020

	Budget £	Expenditure £	% of Budget £
Employee Costs			
Clerk's salary (including oncosts)	£ 10,250.00	£ 4,629.46	45.17%
Training & conference expenses	£ 1,000.00	£ 12.50	1.25%
Clerks Room Allowance	£ 216.00	£ 116.00	53.70%
Clerk's travel and subsistence	£ 300.00	£ 63.90	21.30%
Total employee related costs	£ 11,766.00	£ 4,821.86	40.98%
Administration Costs			
Office expenses	£ 600.00	£ 7.88	1.31%
Postage	£ 150.00	£ 35.93	23.95%
Photocopying	£ 150.00	£ 101.50	67.67%
Office equipment	£ 600.00	£ 344.39	57.40%
Insurance	£ 600.00	£ 357.71	59.62%
Subscriptions	£ 700.00	£ 545.99	78.00%
Website	£ 500.00	£ 60.00	12.00%
Audit Fees	£ 500.00	£ 200.00	40.00%
Bank charges	£ 100.00	£ 36.00	36.00%
Books and Publications	£ 100.00	£ -	0.00%
Meeting Expenses	£ 300.00	£ 30.00	10.00%
Total Administration Costs	£ 4,300.00	£ 1,719.40	39.99%
Other Expenses			
Chairman's Allowance	£ 100.00	£ -	0.00%
Councillors Travel/Subsistence	£ 500.00	£ -	0.00%
Street Furniture Maintenance	£ 1,500.00	£ -	0.00%
Devolved Services	£ 1,000.00	£ 380.00	38.00%
Parish Projects	£ 6,000.00	£ 1,147.65	19.13%
Carlyon Recreation Field	£ 1,500.00	£ 1,300.00	86.67%
Tregrehan Recreation Fields	£ 1,500.00	£ -	0.00%
Footpath maintenance	£ 600.00		0.00%
Neighbourhood Plan	£ 2,000.00	£ -	0.00%
Neighbourhood Plan Grant	£ -	£ 1,073.40	
Total Other Expenses	£ 14,700.00	£ 3,901.05	26.54%
Total VAT		£ 317.70	
Total Expenditure	£ 30,766.00	£ 10,760.01	34.97%
Reserves			
Election Fund	£ 2,000.00	£ -	0.00%
Community building	£ 70,000.00	£ -	0.00%
Flood Alleviation	£ 5,000.00	£ -	0.00%
General Contingency	£ 4,000.00	£ -	0.00%
Total Reserves	£ 81,000.00	£ -	0.00%
Income			
Precept	£ 26,827.81	£ 26,827.81	100.00%

CTSG	£	-	£	284.90
VAT	£	-	£	448.10
Bank Interest			£	86.69
CIL			£	2,762.63
Other Income				
Total Income	£	26,827.81	£	30,410.13

Balance as at 31/03/2020		£	99,293.66
	Add income	£	30,410.13
	Less expenditure	£	10,760.01
		£	118,943.78
Bank Reconciliation			
Balance as at 30/09/2020	Current Account	£	28,307.52
	Less outstanding payments	£	-
		£	28,307.52
	Instant		
Balance as at 31/08/2020	Access	£	90,641.26
	Total Funds Held	£	118,948.78

Correspondence received since 22 September 2020

- Town and Parish Council newsletters
- Citizens Advice newsletter
- Invitation to attend CALC finance training
- Information regarding Cornwall Council's "We're Watching You" anti-dog fouling campaign
- Details of Loan Sharks information events
- Information regarding the Eden Geothermal Project (via Cllr Moore)
- Information on the Annual Poppy Appeal and alternative ways of obtaining a poppy this year
- Details of "We're Watching You" anti dog fouling campaign

Carlyon Parish Council

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27 October (T), 24 November (C), 17 December (T)

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DRAFT

Carlyon Parish Council Budget Monitor Report to 30 September 2020

	Budget £	Expenditure £	% of Budget £
Employee Costs			
Clerk's salary (including oncosts)	£ 10,250.00	£ 4,629.46	45.17%
Training & conference expenses	£ 1,000.00	£ 12.50	1.25%
Clerks Room Allowance	£ 216.00	£ 116.00	53.70%
Clerk's travel and subsistence	£ 300.00	£ 63.90	21.30%
Total employee related costs	£ 11,766.00	£ 4,821.86	40.98%
Administration Costs			
Office expenses	£ 600.00	£ 7.88	1.31%
Postage	£ 150.00	£ 35.93	23.95%
Photocopying	£ 150.00	£ 101.50	67.67%
Office equipment	£ 600.00	£ 344.39	57.40%
Insurance	£ 600.00	£ 357.71	59.62%
Subscriptions	£ 700.00	£ 545.99	78.00%
Website	£ 500.00	£ 60.00	12.00%
Audit Fees	£ 500.00	£ 200.00	40.00%
Bank charges	£ 100.00	£ 36.00	36.00%
Books and Publications	£ 100.00	£ -	0.00%
Meeting Expenses	£ 300.00	£ 30.00	10.00%
Total Administration Costs	£ 4,300.00	£ 1,719.40	39.99%
Other Expenses			
Chairman's Allowance	£ 100.00	£ -	0.00%
Councillors Travel/Subsistence	£ 500.00	£ -	0.00%
Street Furniture Maintenance	£ 1,500.00	£ -	0.00%
Devolved Services	£ 1,000.00	£ 380.00	38.00%
Parish Projects	£ 6,000.00	£ 1,147.65	19.13%
Carlyon Recreation Field	£ 1,500.00	£ 1,300.00	86.67%
Tregrehan Recreation Fields	£ 1,500.00	£ -	0.00%
Footpath maintenance	£ 600.00		0.00%
Neighbourhood Plan	£ 2,000.00	£ -	0.00%
Neighbourhood Plan Grant	£ -	£ 1,073.40	
Total Other Expenses	£ 14,700.00	£ 3,901.05	26.54%
Total VAT		£ 317.70	
Total Expenditure	£ 30,766.00	£ 10,760.01	34.97%
Reserves			
Election Fund	£ 2,000.00	£ -	0.00%
Community building	£ 70,000.00	£ -	0.00%
Flood Alleviation	£ 5,000.00	£ -	0.00%
General Contingency	£ 4,000.00	£ -	0.00%
Total Reserves	£ 81,000.00	£ -	0.00%
Income			
Precept	£ 26,827.81	£ 26,827.81	100.00%

CTSG	£	-	£	284.90
VAT	£	-	£	448.10
Bank Interest			£	86.69
CIL			£	2,762.63
Other Income				
Total Income	£	26,827.81	£	30,410.13

Balance as at 31/03/2020		£	99,293.66
	Add income	£	30,410.13
	Less expenditure	£	10,760.01
		£	118,943.78
Bank Reconciliation			
Balance as at 30/09/2020	Current Account	£	28,307.52
	Less outstanding payments	£	-
		£	28,307.52
	Instant		
Balance as at 31/08/2020	Access	£	90,641.26
	Total Funds Held	£	118,948.78

Correspondence received since 22 September 2020

- Town and Parish Council newsletters
- Citizens Advice newsletter
- Invitation to attend CALC finance training
- Information regarding Cornwall Council's "We're Watching You" anti-dog fouling campaign
- Details of Loan Sharks information events
- Information regarding the Eden Geothermal Project (via Cllr Moore)
- Information on the Annual Poppy Appeal and alternative ways of obtaining a poppy this year
- Details of "We're Watching You" anti dog fouling campaign

Carlyon Parish Council

Dear Councillor

You are summoned to attend a **virtual** meeting of **Carlyon Parish Council** to be held on **Tuesday 27 October 2020 at 6.00 pm.**

Any member of the public wishing to attend this meeting should obtain the joining details from the Clerk no later than **12.00 noon on 27 October 2020.** For security reasons no person will be admitted to the meeting without prior notification to the Clerk that they wish to attend.

Julie Larter

Mrs Julie Larter
Clerk
20 October 2020

01872 501101

clerk@carlyon-pc.gov.uk

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

AGENDA

1. Apologies for Absence

2. Minutes of a meeting of the Parish Council held on 22 September 2020

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

3. Declarations of Interest on Items on the Agenda

(a) Pecuniary Interests

Declare those interests which have been declared on your Register of Financial Interests relevant to the agenda of the meeting. Whenever the item is being discussed, including public participation, you must leave the room and not take part in the discussion or decision.

(b) Non-registerable Interests

You must declare Non-Registerable Interests at the start of the meeting or whenever the interest becomes apparent. Then when the matter is being discussed, even during public participation, you must leave the room and not take part in the discussion or decision.

(c) Dispensations

To consider any requests for dispensations relating to items on the agenda

(d) Gifts and Hospitality

To declare any gifts or hospitality

Please call the Clerk before the meeting if you have any queries about these matters.

4. Chairman's Announcements

5. Public Participation

*The Chairman will invite Members of the public to address the meeting in relation to the business to be carried out at the meeting
15 minutes will be allocated for public participation (this can be extended at the Chairman's discretion). Each person addressing the Council will be allocated a maximum of two minutes*

6. Cornwall Councillor's Report

To receive a report from Cllr Tom French CC

7. Planning Applications and Related Matters

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

(i) PA20/07761 – Appletree Cottage, 17 Appletree Lane: Conversion of existing double garage to holiday let

(ii) PA20/08138 – 43 Beach Road: Application for tree works to trees subject to a Tree Preservation Order: removal of an Oak tree in decline and the removal of 4 Ash trees suffering from Ash die back

(iii) PA20/08174 – 15 Appletree Lane: Tree works to the crown of an Oak subject to a TPO to the front of 15 Appletree Lane

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

(v) PA20/08302 – Bliss, 36 Sea Road: Application for a non-material amendment following grant of planning permission PA18/11726. Amendment sought – reduction in height of south-east facing privacy wall

(vi) PA20/07700 – 12 Appletree Lane: Proposed alterations and extension

(b) To receive an update on the following planning application:

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

(ii) To note the outcome of an Appeal relating to PA20/02773: Land North West of 7 Tregrehan Mills (Application for permission in principle for proposed development of a single dwelling)
Appeal dismissed

8. Planning for the Future

To consider writing to Steve Double MP regarding the Government's proposed changes to the planning system

9. Community Governance Review

To note the outcome of the Electoral Review Panel Meeting held on 6 October

10. Neighbourhood Plan

To receive an update from the Steering Group

11. Parish Issues

- (i) Tregrehan Playing Fields
 - (a) Devolution of the fields
 - (b) To note any concerns
- (ii) Carlyon Recreation Area
 - To note any concerns
- (iii) Beach Development
 - To note any concerns
- (iv) Tree Preservation Order for Carlyon Bay
 - To note the current situation
- (v) Highways
 - (a) Highways working party
 - (b) To note any highways concerns
- (vi) Parish Newsletter
 - To receive feedback and consider the next edition

12. Financial Matters

(i) *To note that a further instalment of CIL funds in relation to Gwallon Keas has been received*

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

10 - 11

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 12

15. Dates for the Diary

To note dates for members' diaries

16. Dates of Forthcoming Meetings

(V) – Virtual, (C) – Charlestown Primary School, (T) – Tregrehan Methodist Centre

24 November (Virtual or C), 17 December (Virtual or T)

Note: All meetings will be virtual until guidance changes

**MINUTES of a MEETING OF CARLYON PARISH COUNCIL held on TUESDAY 22
September 2020 at 6.00 PM
(This was a virtual meeting)**

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

In attendance: Phil Stallwood, James Shimwell, Jacky Swain, Rachael Davies (representing CEG), Julie Larter (Clerk); 4 members of the public

(20/039) Apologies for Absence

There were no apologies for absence.

(20/040) Minutes of a Meeting of the Parish Council held on 25 August 2020

It was **RESOLVED** that the minutes of the Meeting of the Parish Council held on 25 August 2020 be signed as an accurate record of the meeting.

(20/041) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(20/042) Chairman's Announcements

The Chairman welcomed Cllr Seckerson to the parish council. The Chairman thanked Cllr and Mrs Moore for starting work on painting the railings in Tregrehan.

(20/043) Carlyon Beach Development

Phil Stallwood outlined CEG's proposal for an amended development. A change in sea defences is proposed from the hard defence sea wall in the extant scheme to a softer wall comprising of engineered sand dunes. There would be a central square with outlets selling high quality food and beverages. Gardens will be created rather than the former promenade, providing good connectivity to the beach. It is envisaged that a planning application for the amended scheme will be submitted in November. Colour will be introduced into the architecture.

The Public Right of Way will be retained as will access down the steps.

Phase I will be the erection of 136 residential units and the majority of the food and beverage provision. This will be on Crinnis Beach.

Cllr Entwistle enquired about parking provision for the units and there was concern that there would only be 1 parking space per unit. Overflow parking is to be provided on Par Moor Road.

Retail space is being reduced by 90% to 10,000 square feet. It is the developer's intention that the retail units would be open all year.

It is envisaged that the residential units will be retained by CEG and rented out for short term, long term and retirement lets. Car parking will be managed by CEG as will the estate.

The properties will range from 1 bed studios and 2, 3, 4, and 5 bed units. Larger units will make up 10% of the overall mix.

Cllr Entwistle enquired whether the height of the proposed buildings was any higher than the extant scheme. The buildings will be no higher than the cliffs and stepped roofs will be built rather than the previous flat roofs.

Cllr Clemo asked if there would be any public space available and was told that there will be an undefined multi-purpose room which would be available for hire by schools and could be home to artifacts from the Coliseum.

Cllr Chantrill-Burns asked about access to the beach during the construction phase. Mr Stallwood said that access would be retained but for safety reasons other arrangements may have to be made. CEG will liaise with Cornwall Council and the parish council if this becomes necessary. The access road will always be open except during the laying of utilities but access will remain down the steps.

CEG have sent out letters to residents advising them of the consultation period and dates of webinar presentations.

The Chairman thanked the representatives of CEG for their presentation.

(20/044) Public Participation

A member of the public expressed his concern about the impact of a large development on the beach – he thought it was going to be a smaller development. He was not happy with the design of the apartments.

The Chairman said that the Neighbourhood Plan had always assumed there will be 512 residences on the development but the reality is some of the residences will be an apart hotel and these units may not count towards the housing figures in the parish. The matter needs investigating.

(20/045) Cornwall Councillor's Report

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DRAFT

Carlyon Parish Council Budget Monitor Report to 30 September 2020

	Budget £	Expenditure £	% of Budget £
Employee Costs			
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Training & conference expenses	£ 1,000.00	£ 12.50	1.25%
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Clerk's travel and subsistence	£ 300.00	£ 63.90	21.30%
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Tregrehan Recreation Fields	£ 1,500.00	£ -	0.00%
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Neighbourhood Plan Grant	£ -	£ 1,073.40	
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Balance as at 31/03/2020		£	99,293.66
Add income		£	30,410.13
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Correspondence received since 22 September 2020

- Town and Parish Council newsletters
- Citizens Advice newsletter
- Invitation to attend CALC finance training
- Information regarding Cornwall Council's "We're Watching You" anti-dog fouling campaign
- Details of Loan Sharks information events
- Information regarding the Eden Geothermal Project (via Cllr Moore)
- Information on the Annual Poppy Appeal and alternative ways of obtaining a poppy this year
- Details of "We're Watching You" anti dog fouling campaign

Carlyon Parish Council

Dear Councillor

You are summoned to attend a **virtual** meeting of **Carlyon Parish Council** to be held on **Tuesday 27 October 2020 at 6.00 pm.**

Any member of the public wishing to attend this meeting should obtain the joining details from the Clerk no later than **12.00 noon on 27 October 2020.** For security reasons no person will be admitted to the meeting without prior notification to the Clerk that they wish to attend.

Julie Larter

Mrs Julie Larter
Clerk
20 October 2020

01872 501101

clerk@carlyon-pc.gov.uk

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

AGENDA

1. Apologies for Absence

2. Minutes of a meeting of the Parish Council held on 22 September 2020

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

3. Declarations of Interest on Items on the Agenda

(a) Pecuniary Interests

Declare those interests which have been declared on your Register of Financial Interests relevant to the agenda of the meeting. Whenever the item is being discussed, including public participation, you must leave the room and not take part in the discussion or decision.

(b) Non-registerable Interests

You must declare Non-Registerable Interests at the start of the meeting or whenever the interest becomes apparent. Then when the matter is being discussed, even during public participation, you must leave the room and not take part in the discussion or decision.

(c) Dispensations

To consider any requests for dispensations relating to items on the agenda

(d) Gifts and Hospitality

To declare any gifts or hospitality

Please call the Clerk before the meeting if you have any queries about these matters.

4. Chairman's Announcements

5. Public Participation

*The Chairman will invite Members of the public to address the meeting in relation to the business to be carried out at the meeting
15 minutes will be allocated for public participation (this can be extended at the Chairman's discretion). Each person addressing the Council will be allocated a maximum of two minutes*

6. Cornwall Councillor's Report

To receive a report from Cllr Tom French CC

7. Planning Applications and Related Matters

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

(i) PA20/07761 – Appletree Cottage, 17 Appletree Lane: Conversion of existing double garage to holiday let

(ii) PA20/08138 – 43 Beach Road: Application for tree works to trees subject to a Tree Preservation Order: removal of an Oak tree in decline and the removal of 4 Ash trees suffering from Ash die back

(iii) PA20/08174 – 15 Appletree Lane: Tree works to the crown of an Oak subject to a TPO to the front of 15 Appletree Lane

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

(v) PA20/08302 – Bliss, 36 Sea Road: Application for a non-material amendment following grant of planning permission PA18/11726. Amendment sought – reduction in height of south-east facing privacy wall

(vi) PA20/07700 – 12 Appletree Lane: Proposed alterations and extension

(b) To receive an update on the following planning application:

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

(ii) To note the outcome of an Appeal relating to PA20/02773: Land North West of 7 Tregrehan Mills (Application for permission in principle for proposed development of a single dwelling)
Appeal dismissed

8. Planning for the Future

To consider writing to Steve Double MP regarding the Government's proposed changes to the planning system

9. Community Governance Review

To note the outcome of the Electoral Review Panel Meeting held on 6 October

10. Neighbourhood Plan

To receive an update from the Steering Group

11. Parish Issues

- (i) Tregrehan Playing Fields
 - (a) Devolution of the fields
 - (b) To note any concerns
- (ii) Carlyon Recreation Area
 - To note any concerns
- (iii) Beach Development
 - To note any concerns
- (iv) Tree Preservation Order for Carlyon Bay
 - To note the current situation
- (v) Highways
 - (a) Highways working party
 - (b) To note any highways concerns
- (vi) Parish Newsletter
 - To receive feedback and consider the next edition

12. Financial Matters

(i) *To note that a further instalment of CIL funds in relation to Gwallon Keas has been received*

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

10 - 11

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 12

15. Dates for the Diary

To note dates for members' diaries

16. Dates of Forthcoming Meetings

(V) – Virtual, (C) – Charlestown Primary School, (T) – Tregrehan Methodist Centre

24 November (Virtual or C), 17 December (Virtual or T)

Note: All meetings will be virtual until guidance changes

**MINUTES of a MEETING OF CARLYON PARISH COUNCIL held on TUESDAY 22 September 2020 at 6.00 PM
(This was a virtual meeting)**

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

In attendance: Phil Stallwood, James Shimwell, Jacky Swain, Rachael Davies (representing CEG), Julie Larter (Clerk); 4 members of the public

(20/039) Apologies for Absence

There were no apologies for absence.

(20/040) Minutes of a Meeting of the Parish Council held on 25 August 2020

It was **RESOLVED** that the minutes of the Meeting of the Parish Council held on 25 August 2020 be signed as an accurate record of the meeting.

(20/041) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(20/042) Chairman's Announcements

The Chairman welcomed Cllr Seckerson to the parish council. The Chairman thanked Cllr and Mrs Moore for starting work on painting the railings in Tregrehan.

(20/043) Carlyon Beach Development

Phil Stallwood outlined CEG's proposal for an amended development. A change in sea defences is proposed from the hard defence sea wall in the extant scheme to a softer wall comprising of engineered sand dunes. There would be a central square with outlets selling high quality food and beverages. Gardens will be created rather than the former promenade, providing good connectivity to the beach. It is envisaged that a planning application for the amended scheme will be submitted in November. Colour will be introduced into the architecture.

The Public Right of Way will be retained as will access down the steps.

Phase I will be the erection of 136 residential units and the majority of the food and beverage provision. This will be on Crinnis Beach.

Cllr Entwistle enquired about parking provision for the units and there was concern that there would only be 1 parking space per unit. Overflow parking is to be provided on Par Moor Road.

Retail space is being reduced by 90% to 10,000 square feet. It is the developer's intention that the retail units would be open all year.

It is envisaged that the residential units will be retained by CEG and rented out for short term, long term and retirement lets. Car parking will be managed by CEG as will the estate.

The properties will range from 1 bed studios and 2, 3, 4, and 5 bed units. Larger units will make up 10% of the overall mix.

Cllr Entwistle enquired whether the height of the proposed buildings was any higher than the extant scheme. The buildings will be no higher than the cliffs and stepped roofs will be built rather than the previous flat roofs.

Cllr Clemo asked if there would be any public space available and was told that there will be an undefined multi-purpose room which would be available for hire by schools and could be home to artifacts from the Coliseum.

Cllr Chantrill-Burns asked about access to the beach during the construction phase. Mr Stallwood said that access would be retained but for safety reasons other arrangements may have to be made. CEG will liaise with Cornwall Council and the parish council if this becomes necessary. The access road will always be open except during the laying of utilities but access will remain down the steps.

CEG have sent out letters to residents advising them of the consultation period and dates of webinar presentations.

The Chairman thanked the representatives of CEG for their presentation.

(20/044) Public Participation

A member of the public expressed his concern about the impact of a large development on the beach – he thought it was going to be a smaller development. He was not happy with the design of the apartments.

The Chairman said that the Neighbourhood Plan had always assumed there will be 512 residences on the development but the reality is some of the residences will be an apart hotel and these units may not count towards the housing figures in the parish. The matter needs investigating.

(20/045) Cornwall Councillor's Report

Cllr French has been contacted by a resident who is concerned about the safety of crossing the A390 at Nettles Corner, despite there being a central refuge. Cllr French said that he has taken this up with the Highways Manager who has suggested a speed monitoring exercise could be undertaken and Cllr French asked whether the parish council feels there is a problem. The resident was also concerned that the road was very noisy.

Cornwall Council's Community Governance Review Panel will be meeting shortly. Cornwall Council officers have recommended that Gwallon Keas remains within Carlyon Parish but it is likely that the Town Council will oppose this.

It was **RESOLVED** that the Clerk should ask the Highways Manager to undertake a speed check exercise. If as a result of this speeding is identified to be a problem, then perhaps the speed limit could be changed or a flashing warning sign erected. The option of a pelican crossing could also be investigated.

(20/046) Planning Applications and Related Matters

(i) PA20/07591 – Crinnis Beach, Carlyon Bay: Non material amendment in respect of decision notice PA11/01331 to amend approved parameter plans and associated condition numbers to reflect the revised drawings

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

(ii) PA20/06512 – Porth Avallen Hotel: Works to trees namely to remove dead and dying branches from 4 Monterey Pines between hotel and 53a Kintail subject to a TPO

It was **RESOLVED** that the Clerk respond to the Planning Authority stating that subject to the Tree Officer being content, the Parish Council has no objections to the proposal.

(iii) PA20/06846 – Crinnis House: Tree works subject to a TPO

It was **RESOLVED** that the Clerk respond to the Planning Authority stating that subject to the Tree Officer being content, the Parish Council has no objections to the proposal.

(iv) PA20/07736 – Land Adjacent to A390 Holmbush Road: Non Material amendment to revise window surround detail on the Charlestown, Gwallon V1, Keas V3, Perran and Sanderson house types and remove window surround detail on Southall housetype from decision PA17/07933 dated 12.04.2018

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.

(v) PA20/07801 – Gwallon Keas Site, Holmbush Road: Works to trees subject to a Tree Preservation Order: 3 Ash, 2 Hawthorn, 2 Oak, 1 Beech and 1 Goat Willow

It was **RESOLVED** that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the Parish Council has no objections subject to the Tree Officer being content.

(b) Update on Outstanding Planning Application:

PA20/04542 – 9 Boscundle Close: Proposed woodland holiday lodges and associated works
The Clerk reported that the Tree Officer has now commented on the application and the Planning Officer is awaiting a tree impact report from the applicant. The Planning Officer is still minded to refuse the application.

(20/047) Neighbourhood Plan

Cllr Entwistle thanked Robin and Juliet for their hard work in re-jigging the plan to take into account comments made by Cornwall Council officers. Some significant changes are needed involving additional work and it is the steering group's intention to engage a consultant to undertake the work at a cost of £400 and grant funding is to be sought to cover this. Robin reported that he is waiting for a response from Emma Ball of Cornwall Council regarding settlement boundaries and the group is waiting on some information regarding flooding and Sandy River.

The next Neighbourhood Plan Steering Group meeting will be held immediately after the parish council meeting.

(20/048) Working Parties

(a) Environment and Climate Change Working Party

The Chairman reported that the village gateways are due to be installed in Tregrehan this week.

(b) Other Working Parties

It was **RESOLVED to produce a parish newsletter twice a year with the first edition going to press on 2 October. A budget of £600 per print run was allocated.** It is intended that this edition will give an outline of the role of the parish council; a Neighbourhood Plan update; CEG to provide copy on their plans for the beach development; an introduction to the new owners of Boscundle Manor; an update on parish projects and an article on the Carlyon Support Group. The Chairman asked each councillor to give a brief introduction of themselves. Cllr Thompson had some reservations about this in connection with next year's elections but the Clerk explained that purdah was not likely to start until March. The Chairman explained that the councillor bio needed to be on an "all or none" basis and Cllr Thompson will give the matter further consideration. It is hoped in future to sell advertising space which should offset the production costs. The newsletter will be distributed by volunteers in a similar manner to the Community Support flyer earlier in the year.

Fly tipping on Trenowah Road and Bodelva Road continues to be a problem and the Chairman would like to set up a residents' group in Tregrehan to maintain the verges in the hope that this may reduce incidents.

The Chairman asked whether a similar group should be set up on Carlyon Bay. Cllr Clemo volunteered to lead the group who would monitor the impact of the beach development as well as other traffic related issues in the ward.

Residents in Tregrehan are concerned about speeding and a working group is to be set up to see what can be done. The Chairman will lead.

(20/049) Parish Issues

(i) Tregrehan Playing Fields

(a) Devolution of the fields

The Chairman explained that one of the stumbling blocks was the cost of emptying bins in the fields. The Clerk was asked to set up a meeting with Cornwall Council to discuss if there could be a compromise position.

(b) Request to hold weekly Walking Football sessions

A request has been received from St Austell Walking Football Club to use the field on Sunday mornings between 10.00 and 11.30am, weather dependent, commencing on 4 November. It was **RESOLVED that the council has no objections to this provided all cars are parked on the field.**

Cllr Seckerson reported that other football groups are regularly using the field but are parking in the road. The Clerk mentioned the "Rule of 6". She said that only groups affiliated to a governing body should be meeting at the present time. If the footballers continue to use the field, Cllr Seckerson will ask the groups to contact the Clerk in order that proper parking arrangements can be made.

(c) Concerns

The Clerk reported that Cormac will undertake repairs to the gate locking link.

(ii) Carlyon Recreation Area

Cllr Thompson reported that once again green waste is being dumped adjacent to the SWCP again.

(iii) Beach Development

It was noted that there has been a recent cliff fall. CEG have installed CCTV cameras to monitor and have put up rope to prevent people getting too close. Cllr Clemo did not feel that the rope is adequate and this has been fed back to CEG.

(iv) Tree Preservation Order for Carlyon Bay

The Clerk reported that she is meeting Cllr Breary on Thursday to look at trees and would welcome any input from councillors prior to that if there are any concerns about particular trees.

(v) Highways Concerns

The Chairman reported that he has recently addended a meeting of a working party set up by the Town Council exploring ways of improving the connectivity and improving cycle routes. SABEF is leading on the initiative.

(20/050) Financial Matters

(a) Donations totalling £15 have been made to the Carlyon Support Group and it was **RESOLVED that this sum should be donated to St Austell Food Bank.**

(b) It was **RESOLVED that in order to comply with the parish council's financial regulations, the Clerk should be issued with a credit card from Unity Trust Bank. The set-up charge is £50.00 and there is a monthly fee of £3.00.**

(c) It was noted that the annual pay award for Local Government Employees has now been agreed. Cllr Taylor has checked and agreed the Clerk's pay and pension calculations.

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

BACS	A & A Maintenance	Concrete bases for picnic tables in Tregrehan	£300.00
		Clearing/pruning Haddon Way triangle	£80.00
BACS	GET Landscaped Ltd	Watering planters (August)	£96.00
BACS	St Austell Bay Parish Council	50% share of Clerk's attendance at SLCC Virtual National Conference	£12.50
BACS	Mrs J Larter	Salary	*
BACS	Mrs J Larter	Salary	*
BACS	Cornwall Pension Fund	EE and ER contributions	*
BACS	HMRC	Quarterly PAYE	*

*Publication of salary payments is excluded under the Data Protection Act

(20/051) Correspondence Received

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

- Request for volunteers to man drive-thru flu vaccination clinics
- Invitation to attend the Carbon Neutral Cornwall Hive online event on 26 September
- Town and Parish Council newsletter giving details of the Electoral Review Panel's forthcoming meetings. It was noted that officers changed their previous recommendation that Gwallon Keas should be transferred to the Town Council, in part in response to representations made by Carlyon Bay residents and the Chairman expressed his thanks to those residents for their support
- Invitation to attend Cornwall Council's briefing on the Local Outbreak Management Plan on 12 October

(20/052) Dates for the Diary

Immediately after this meeting the Neighbourhood Plan Working Party is to meet.

23 October – Eden – Heligan Trail Working Party meeting – the Chairman is to attend

(20/053) Dates of Forthcoming Meetings (C) – *Charlestown Primary School*, (T) – *Tregrehan Methodist Centre*. It was noted that meetings will be held virtually until Government advice changes.

27 October (T), 24 November (C), 17 December (T)

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