



Carlyon Parish Council

Trethella Cottage, Ruan Lanihorne, Truro TR2 5NU
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Dear Councillor

You are summoned to attend a meeting of **Carlyon Parish Council** to be held on **Tuesday 19 November at 6.00pm** in **Tregrehan Chapel**

Julie Larter

Mrs Julie Larter
Clerk
12 November 2024

07983 710385
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 15 October 2024

To resolve that the minutes of the meeting are an accurate record of the meeting

Pages 4 - 7

3. Declarations of Interest on Items on the Agenda

(a) Pecuniary Interests

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

(b) Non-registerable Interests

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

(c) Dispensations

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

(d) Gifts and Hospitality

To declare any gifts or hospitality

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

4. Chairman's Announcements

5. Public Participation

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

6. Cornwall Councillor's Report

To receive a report from Cllr James Mustoe

7. Planning Applications and Related Matters

To consider a response to the following planning application and any planning applications received since publication of this agenda

(i) PA24/07885 – 104 Cuddra Road: Application for works to trees subject to Tree Preservation Order namely to x2 mature Quercus Robur, East side boundary and one semi-mature Quercus Robur in SE corner of customer's boundary Reduce x 2 large, western direction biased (overhanging garden) limbs, to standard of BS3998. Reduce multiple small diameter stems protruding in to garden space

(ii) PA24/05121 – 5 Haddon Way: Erection of detached annexe

(iii) PA24/07332 – 79 Sea Road: Proposed replacement dwelling and associated works (amended plans)

(iv) PA24/07836 – St Austell Household Waste Recycling Centre, Menear Road: Retention of storage containers used as a re-use sales area (retrospective)

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

PA23/09532 – Land off Menear Road: Construction of a temporary 17.51MW Solar Photovoltaic (PV) and 5MW Battery Storage Farm comprising solar modules, battery cabinets, landscaping, access from the public highway and associated works

8. Proposed Desalination Plant

To discuss the proposed desalination plant in Par

9. Bleed Control Kits

To note the contents of correspondence from Duchy Defibrillators and to determine whether to enter into a contract with Bleed Control UK

Appendix (i)

10. Parish Projects

Tregrehan History Board

To receive an update.

11. Parish Issues

(i) Tregrehan Jubilee Park

To receive a report from the Clerk, authorise any expenditure and action accordingly Appendix (ii)

(ii) Tregrehan Flood Working Party

To receive an update

(iii) West Crinnis Field

To note any concerns

(iv) Tregrehan Chapel

To receive an update

(v) Beach Development

To note the current situation

(vi) Highways

(i) *To note a Road Closure Order for A391 NE Distributor Road – 19 – 23 November (1900 – 0600)*

(ii) *To note any concerns*

12. Financial Matters

(i) *To note that the Local Government Pay award for 2024/25 has been agreed. Cllr Riley has checked the Clerk's calculations*

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

Pages 8-9

13. Training/Meetings

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 any dates for members' diaries

16. Dates of Future Meetings

17 December 2024; 21 January, 18 February, 18 March, 15 April, 13 May 2025

17. Exclusion of Public and Press

Under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 it is proposed that because of the nature of business to be transacted under agenda item 18, the public and press be excluded from the meeting as the matter is confidential

18. Maintenance of Jubilee Playing Fields

To consider tenders received and appoint a contractor

MINUTES of a MEETING OF CARLYON PARISH COUNCIL held on 15 October 2024 at 6.00pm in Tregrehan Chapel

Present: Cllrs Paul Trudgian (Chairman), Mike Ford, Sonia Phillips and Paul Riley.

In attendance: Julie Larter (Clerk), 5 members of the public.

(24/083) Apologies

Apologies were received from Cllrs Nathan Cooper, Lynn Parsons and Paul Riley.

(24/084) Minutes of a Meeting of the Parish Council held on 10 September 2024

It was **RESOLVED** that the minutes of a meeting of the Parish Council held on 10 September 2024 should be signed as a correct record of the meeting.

(24/085) Declarations of Interest

There were no declarations of interest.

(24/086) Chairman's Announcements

The Chairman announced that Penny Hermes has resigned as a councillor and he thanked her for her contribution to the parish, particularly for instigating the forest area in Jubilee Playing Field.

(24/087) Public Participation

A member of the public reported that the amber light on the traffic lights at the top of Cypress Avenue was not working. The Clerk will report the matter to Cornwall Council.

A member of the public expressed his thanks that the arrows on the speed humps in Beach Road have been repainted.

(24/088) Cornwall Councillor's Report

In his absence, the Clerk read Cllr Mustoe's report. The report outlined progress made by Cornwall Council in trying to resolve the flooding issue in Tregrehan Mills. Cllr Mustoe reminded businesses including holiday lets that a commercial waste license is required to dispose of rubbish – it is not permitted to use Cornwall Council's domestic waste collection service. Cllr Mustoe's report can be found on the parish council's website.

(24/089) Planning Applications and Related Matters

(i) PA24/07332 – 79 Sea Road: Proposed replacement dwelling and associated work

It was **RESOLVED** that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the parish council is concerned that the proposal would harm 81 Sea Road as it would lose its amenity and thermal gain – this side of their house contains a principle residence. The parish council suggests that the car port be put on the other side of the development, which would mitigate some of the harm.

(ii) PA24/07540 – Carlyon Bay Hotel, Sea Road: Works to a tree covered by a TPO – Oak – Crown raise to allow 5m to road for highway clearance

It was RESOLVED that the Clerk should respond to the Planning Authority (Cornwall Council) stating that this is an important tree and as it stands, the parish council objects to the proposed tree work as it feels it is non-critical and aggressive. Pruning should be kept to the bare minimum.

The Clerk was asked to arrange a meeting with Cornwall Council's tree officer and Highways officer to discuss the matter.

(b) An update was given on the following planning application

(ii) PA23/09532 – Land off Menear Road: Construction of a temporary 17.51MW Solar Photovoltaic (PV) and 5MW Battery Storage Farm comprising solar modules, battery cabinets, landscaping, access from the public highway and associated works

The planning officer is still awaiting an ecology report.

(24/090) Parish Projects

Tregrehan History Board

The matter is ongoing.

(24/091) Tender for Jubilee Playing Fields Ground Maintenance

A draft tender document had been previously circulated and it was **RESOLVED that no amendments were required and the Clerk should advertise the tender.**

(24/092) Parish Issues

(i) Tregrehan Jubilee Park

The Clerk reported that Cornwall Council is waiting for the Deed of Dedication to be signed by Fields in Trust and then the process will be complete.

It was **RESOLVED to purchase 2 additional sets of solar lights for the Christmas tree.**

(ii) Tregrehan Flood Working Party

Cllr Phillips reported that works in School Lane have been completed. Cornwall Council is working with the Environment Agency to develop a design scheme for the rifle range area. Cormac is also developing a scheme to deal with the clay deposits upstream of Restineas Cottage.

Cllr Phillips was pleased to report that there were no flooding issues in Tregrehan during recent heavy rainfall and she will be keeping a log for the next 3 months.

When the Chairman met Mr Needham-Bailey recently they discussed the possible need for some flood prevention work to take place in Jubilee Playing fields and Cllr Phillips will chase this up.

Cllr Phillips has met with Sarah Scoltock, Cornwall Council Community Link Officer and a link is being formed with Cornwall Council's flood resilience platform. It may be possible to access the flood resilience grant scheme and it was **RESOLVED that Cllr Phillips should investigate and apply for funding.**

(iii) West Crinnis Field

The Clerk has chased the contractor to cut Sea Road hedge and she was asked to chase whether there has been any progress with the Public Path Order

(iv) Tregrehan Methodist Chapel

The Ministry of Housing, Communities and Local Government had a few questions regarding the Public Works Loan application, which have now been answered and a final response is still awaited.

It was **RESOLVED that the Clerk should instruct Wellers Hedleys to act for the parish council in the purchase of the chapel.**

A member of the public suggested that the agreed business case put forward did not conform to treasury regulations but the Chairman clarified that the parish council is not subject to such regulations and that the matter is closed.

(iv) Beach Development

There was nothing to report.

(v) Highways

It was noted that the Tregrehan Mills sign from the village gateway at Boscundle had gone missing but has now been re-affixed.

It was noted that a Road Closure Intention has been applied for relating to the A391 NE Distributer Road for 22 April to 24 May 2025 (24 hours)

(24/093) Financial Matters

Current balances were noted the following payments were approved

DD	EE Ltd	Monthly mobile phone bill	£33.66
DD	Lloyds Bank Ltd	Credit card	£3.00
DD	Unity Trust Bank	Monthly bank charge	£5.40
BACS	GET Landscaped	Cypress Avenue maintenance	£204.00
BACS	Cornwall Signs	Replacement front for Crinnis Fields noticeboard	£132.00
BACS	Wicksteed Leisure	Replacement play equipment	£4375.46
BACS	Vision ICT	SSL Certificate renewal	£60.00
BACS	Mrs L Parsons	Cleaning products	£2.58
BACS	J Larter/HMRC/CPF	Salary and oncosts	*

(24/094) Training/Meetings Attended

- 7, 8, 9 October – Clerk attended the SLCC National Conference. The Clerk gave a verbal report on the seminars she attended.

(24/095) Correspondence

A list of correspondence had been previously circulated and in addition the following correspondence had been received since publication of the agenda

- CALC news roundup
- Invitation to attend Cornwall Council's latest planning briefing
- Cornwall Council's Town and Parish Council newsletter
- Healthwatch Cornwall Partnership Board launch event
- Invitation to attend Cornwall Flood Forum AGM

- CALC training update

(24/096) Dates for the Diary

- 7 November – Cornwall Council Planning Policy update (Cllr Ford to attend)
- 7 November – Cornwall Council budget update to include repercussions for second home council tax (Clerk to attend)

(24/097) Dates of Future Meetings

19 November, 17 December 2024; 21 January, 18 February, 18 March, 15 April, 13 May 2025.

The meeting closed at 6.36pm

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Chairman

.....
Date

DRAFT

Carlyon Parish Council Budget Monitor Report to 31/10/24

	Budget £	Expenditure £	% of Budget £
Employee Costs			
Clerk's salary (including oncosts)	£ 13,000.00	£ 6,113.39	47.03%
Training & conference expenses	£ 750.00	£ 397.00	52.93%
Clerks Room Allowance	£ 350.00	£ 156.00	44.57%
Clerk's travel and subsistence	£ 400.00	£ 265.05	66.26%
Total employee related costs	£ 14,500.00	£ 6,931.44	47.80%
Administration Costs			
Office expenses	£ 750.00	£ 249.06	33.21%
Postage	£ 150.00	£ 28.95	19.30%
Photocopying	£ 150.00		0.00%
Office equipment	£ 750.00	£ 275.36	36.71%
Insurance	£ 750.00	£ 71.67	9.56%
Subscriptions	£ 800.00	£ 603.71	75.46%
Website	£ 500.00	£ 110.00	22.00%
Audit Fees	£ 550.00	£ 410.00	74.55%
Bank charges	£ 200.00	£ 62.40	31.20%
Meeting Expenses	£ 250.00	£ 140.00	56.00%
Total Administration Costs	£ 4,850.00	£ 1,951.15	40.23%
Other Expenses			
Chairman's Allowance	£ 100.00	£ -	0.00%
Councillors Travel/Subsistence	£ 200.00	£ -	0.00%
Parish Maintenance	£ 8,000.00	£ 3,770.14	47.13%
Parish Projects	£ 6,700.00	£ 2,649.30	39.54%
Parish Newsletter	£ 1,000.00	£ -	0.00%
Neighbourhood Plan	£ 200.00		0.00%
Events	£ 2,000.00	£ 30.47	1.52%
West Crinnis Field	£ 1,500.00	£ 230.00	15.33%
Tregrehan Jubilee Playing Fields	£ 2,500.00	£ 1,148.99	45.96%
CIL		£ 6,336.97	
Total Other Expenses	£ 22,200.00	£ 14,165.87	63.81%
Total VAT	£ 2,000.00	£ 2,587.80	129.39%
Total Expenditure	£ 43,550.00	£ 25,636.26	58.87%
Reserves			
Community building	£ 110,000.00	£ -	0.00%
CIL	£ 28,157.15	£ 21,820.18	77.49%
Election Fund	£ 1,000.00	£ -	0.00%
Tregrehan Playing Fields Transfer	£ 3,000.00	£ -	0.00%
Tregrehan Flood Alleviation	£ 7,500.00		0.00%
General Contingency	£ 10,000.00	£ -	0.00%
Total Reserves	£ 159,657.15	£ 21,820.18	13.67%
Income			
Precept	£ 41,029.78	£ 41,029.78	100.00%
VAT	£ 1,000.00	£ 1,529.85	152.99%
CIL	£ -	£ -	
Other Income	£ 50.00	£ 146.00	292.00%
Interest	£ 2,000.00	£ 3,784.54	189.23%

Total Income	£ 44,079.78	£ 46,490.17	105.47%
Total Funds held as at 31/03/2024			£ 170,988.65
	Add income		£ 46,490.17
	Less expenditure		£ 25,636.26
			£ 191,842.56
Bank Reconciliation			
Balance as at 31/10/2024	Current Account		£ 18,130.42
	Less outstanding payments		£ -
			£ 18,130.42
Balance as at 31/10/2024	Instant Access		£ 73,312.47
Balance as at 31/10/2024	CCLA		£ 100,000.00
	Total Funds Held		£ 191,442.89

Agenda Item 11 – Correspondence Received

- Cornwall and Isles of Scilly Integrated Care Board bulletin
- Cornwall Council's Emergency Planning email on Telecommunications Resilience
- Correspondence from Lanteglos with Fowey Parish Council regarding Cornwall Council's affordable housing allocations
- Cornwall Council's Positive Planning newsletter
- Invitation to attend the AGM of Cornwall Association of Local Councils
- CALC training updates
- Cornwall Council's Town and Parish Council newsletter
- Email from St Austell Coastguards regarding access in West Crinnis Fields
- Cornwall Council's Town and Parish newsletter
- Invitation to attend a Marine Conservation Society Workshop regarding St Austell Bay
- Details of the Forest For Cornwall's "Free trees for residents" scheme
- Correspondence addressed to Cornwall Councillors regarding the future of Newquay Airport