



Carlyon Parish Council

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Dear Councillor

You are summoned to attend a meeting of **Carlyon Parish Council** to be held on **Tuesday 17 December at 6.00pm** in **Tregrehan Chapel**

Julie Larter

Mrs Julie Larter
Clerk
10 December 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 19 November 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

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

(i) PA24/09045 – 20 Sea Road: Proposed modifications and extensions to existing dwellings to include increased first floor accommodation and balcony

(ii) PA24/08947 – Thornham, 58 Sea Road: To replace an existing poor quality two-storey dwelling and connected garage with a new three-storey dwelling with an integral garage and associated landscaping without compliance of conditions 2 and 3 in respect of decision PA24/00808 dated 12.09.2024

(iii) PA24/09098 – 51 Beach Road: Works to trees subject to a TPO – T1, G2, T3, T4, T5, T6, T7, T8, T9, T10 and T11 as detailed in tree report EV-4910

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

(i) PA24/07540 – Carlyon Bay Hotel: Works to a tree covered by a TPO A 5 day protocol letter was issued and having considered the tree officer's report the parish council responded stating that it had no objections. The application was subsequently approved

(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

(c) Appeal Decision

To note that Appeal Reference APP/D0840/W/24/3344896 relating to 9 Boscundle Close (proposed woodland lodges and associated works) has been dismissed by the Planning Inspectorate

8. 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)

9. Parish Projects

Tregrehan History Board
To receive an update.

10. Salt Bins

To consider installing salt bins in Gwallon Keas estate

11. Parish Issues

(i) Tregrehan Jubilee Park

To consider a risk assessment and receive a verbal report from the Clerk 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 and to consider a name for the building in the future

(v) Highways

(i) Road Closure Intentions

- *Holmbush Arch Road 19-25 February 2025 between 0930 – 1300 and 1900 – 0600 hours*

- *Windsor Drive 10 – 14 March 2025 24 hours*

(ii) *Countywide 20 MPH Speed Limits – Phase 3, Mevagissey and St Austell*

- *To note the outcome of a public consultation* Appendix (iii)

(iii) *To note any concerns*

12. Financial Matters

(i) *To agree a budget for 2025/26 and determine the precept amount required* Appendix (iv)

(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

21 January, 18 February, 18 March, 15 April, 13 May 2025

MINUTES of a MEETING OF CARLYON PARISH COUNCIL held on 19 November 2024 at 6.00pm in Tregrehan Chapel

Present: Cllrs Paul Trudgian (Chairman), Mike Ford, Sonia Phillips, Paul Riley, Lynn Parsons, Nathan Cooper.

In attendance: Julie Larter (Clerk), 10 members of the public.

(24/098) Apologies

There were no apologies for absence.

(24/099) Minutes of a Meeting of the Parish Council held on 15 October 2024

It was **RESOLVED** that the minutes of a meeting of the Parish Council held on 15 October 2024 should be signed as a correct record of the meeting.

(24/100) Declarations of Interest

There were no declarations of interest.

(24/101) Chairman's Announcements

The Chairman was delighted to announced that after 15 years, Jubilee Playing Fields was now in the ownership of the Parish Council.

(24/102) Public Participation

A member of the public thanked the parish council for dealing with the unauthorised pruning of the Oak tree in Sea Road so swiftly.

(24/103) Cornwall Councillor's Report

Cllr Mustoe was pleased to report that there had not been any instances of flooding in Tregrehan and gave an update on the current situation with Cornwall Council and the Environment Agency in this respect.

Cllr Mustoe's full report can be found on the parish council's website.

(24/104) Planning Applications and Related Matters

(i) PA24/07885 – 104 Cuddra Road: Application for works to trees subject to a Tree Preservation Order namely to x 2 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 into garden space

It was **RESOLVED** that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the parish council supports the comments of the tree officer and objects to the proposal.

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

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.**

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

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.**

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

It was **RESOLVED that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the parish council objects to this retrospective planning application as it has concerns for the safety of pedestrians on the site and since the installation of the storage containers, traffic flow along Menear Road has slowed down, creating long queues at the entrance to the site. The parish council questions whether the application should also have been for a change of use to retail for part of the site.**

(b) Update on 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 Clerk reported that a new Flood Risk Assessment has been submitted together with a Geotechnical Study. Cornwall Council as Lead Flood Authority has been reconsulted as have the Environment Agency but their comments have not yet been received.

(24/105) Proposed Desalination Plant

Representatives from the Desalination Information Group gave a presentation on the proposed plant and outlined concerns they have. Their 3 principle objections are - need, leaks and the environmental impact. Councillors did not take a view as it is important to understand both sides of the argument.

(24/106) Bleed Control Kits

Duchy Defibrillators has joined forces with FLEET (Front Line Emergency Equipment Trust) and is placing a bleed control kit in all public access defibrillators provided by Duchy free of charge. Bleed Control UK has offered an annual maintenance service for £40 per bag per year. The Clerk was asked to find out more details and the matter was deferred until the next meeting.

(24/107) Parish Projects

Tregrehan History Board

Mike Stone has now obtained some resources and work is progressing.

(24/108) Parish Issues

(i) Tregrehan Jubilee Park

The Clerk's report was noted. It was **RESOLVED to appoint Cormac to undertake monthly operational inspections of the play equipment.** The Clerk and Cllr Parsons will undertake weekly checks.

The Clerk reported that it has been identified that the springs and damper on the rocking boat need replacing and a quote for £2468.80 plus £550 labour has been received. It has been suggested that the work should have been carried out prior to the parish council taking ownership of the fields. The Clerk is to write to Cornwall Council to see if they will fund the repair. If not, the Clerk will seek a quote from Cormac.

When the contract with Biffa for waste disposal is due for renewal, the Clerk is to request that collection frequency is reduced to weekly.

(ii) Tregrehan Flood Working Party

Cllr Phillips alluded to Cllr Mustoe's report.

(iii) West Crinnis Field

Cllr Ford reported that Cornwall Council has now allocated an officer to start work on the Public Path Order.

The Clerk reported that the Sea Road hedge is being cut tomorrow and that it has been delayed because vegetation has continued growing.

(iv) Tregrehan Methodist Chapel

It was noted that the application for a Public Works Loan has been agreed and the council's solicitor has been instructed.

(v) Beach Development

There was nothing to report.

(vi) Highways

It was noted that a Road Closure Notice has been issued for Cypress Avenue on 3 December 9.30 – 3.30 and a further Road Closure Notice issued for the A391 NE Distributer Road for 19 – 23 November 2024 (1900-0600). A further Road Closure notice for Cypress Avenue has been approved for 18 March – 19 March 2025 1900-0700 hours

(24/109) Financial Matters

(i) It was noted that the Local Government Pay Award for 2024/2025 has now been agreed. Cllr Riley checked the Clerk's calculations and undertook an internal control check on 31 October.

(ii) Current balances were noted the following payments were approved

BACS	AJ Gallagher	Additional insurance premium	£71.67
BACS	Wellers Hedleys	Legal fees	£1,140.00
DD	EE Ltd	Monthly mobile phone bill	£33.66
DD	Lloyds Bank Ltd	Credit card	£223.30
DD	Unity Trust Bank	Monthly bank charge	£6.00
BACS	GET Landscaped	Cypress Avenue maintenance and bulb planting	£540.00
BACS	Royal British Legion	Wreath	£40.00

BACS	A & A Garden Services	Cutting SWCP and inland PRow	£1,550.00
BACS	St Austell Bay PC	Shared Clerk's expenses	£20.56
BACS	J Larter	Working from Home Allowance (May-Oct)	£156.00
BACS	J Larter/HMRC/CPF	Salary and oncosts	*
BACS	SLCC	Share of Clerk's annual subscription	£162.50

(24/110) Training/Meetings Attended

- 23 October – Cllr Riley attended the South Cornwall Community Area Partnership meeting
- 7 November – Clerk attended Cornwall Council's Budget briefing
- 11 November – Cllr Parsons laid a wreath at Tregrehan Chapel on behalf of the parish council

(24/111) Correspondence

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

- Cornwall Council's Affordable Housing newsletter
- Details of Safer Cornwall's 16 Days of Action campaign to help end violence against women and girls

(24/112) Dates for the Diary

There were no dates for the diary.

(24/113) Dates of Future Meetings

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

(24/114) Exclusion of the Public and Press

Under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 it was **RESOLVED to exclude the public and press for agenda item 18 as the matter was confidential.**

(24/115) Maintenance of Jubilee Playing Fields

Tenders for the maintenance of the playing fields were considered and it was **RESOLVED to award the tender to GET landscaped. The tender is for 3 years, subject to review after 12 month.**

The meeting closed at 7.40pm

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Chairman

Date

Carlyon Parish Council Budget Monitor Report to 30/11/24

	Budget £	Expenditure £	% of Budget £
Employee Costs			
Clerk's salary (including oncosts)	£ 13,000.00	£ 7,242.37	55.71%
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	£ 285.61	71.40%
Total employee related costs	£ 14,500.00	£ 8,080.98	55.73%
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	£ 427.01	56.93%
Insurance	£ 750.00	£ 71.67	9.56%
Subscriptions	£ 800.00	£ 766.21	95.78%
Website	£ 500.00	£ 110.00	22.00%
Audit Fees	£ 550.00	£ 410.00	74.55%
Bank charges	£ 200.00	£ 71.40	35.70%
Meeting Expenses	£ 250.00	£ 140.00	56.00%
Total Administration Costs	£ 4,850.00	£ 2,274.30	46.89%
Other Expenses			
Chairman's Allowance	£ 100.00	£ -	0.00%
Councillors Travel/Subsistence	£ 200.00	£ -	0.00%
Parish Maintenance	£ 8,000.00	£ 4,220.14	52.75%
Parish Projects	£ 6,700.00	£ 4,299.28	64.17%
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	£ 16,265.85	73.27%
Total VAT	£ 2,000.00	£ 2,720.13	136.01%
Total Expenditure	£ 43,550.00	£ 29,341.26	67.37%
Reserves Held			
Community building	£ 110,000.00	£ 110,000.00	100.00%
CIL	£ 28,157.15	£ 21,820.18	77.49%
Election Fund	£ 1,000.00	£ 1,000.00	100.00%
Tregrehan Playing Fields			
Transfer	£ 3,000.00	£ 1,860.00	62.00%
Tregrehan Flood Alleviation	£ 7,500.00	£ 7,500.00	100.00%
General Contingency	£ 10,000.00	£ 10,000.00	100.00%
Total Reserves	£ 159,657.15	£ 152,180.18	95.32%
Income			
Precept	£ 41,029.78	£ 41,029.78	100.00%
VAT	£ 1,000.00	£ 1,529.85	152.99%
CIL	£ -	£ -	
Other Income	£ 50.00	£ 1,526.82	3053.64%

Interest	£ 2,000.00	£ 4,204.14	210.21%
Total Income	£ 44,079.78	£ 48,290.59	109.55%

**Total Funds held as at
31/03/2024**

	£ 170,988.65
Add income	£ 48,290.59
Less expenditure	£ 29,341.26
	£ 189,937.98

Bank Reconciliation

Balance as at 30/11/2024	Current Account	£ 16,225.84
	Less outstanding payments	£ -
		£ 16,225.84
Balance as at 30/11/2024	Instant Access	£ 73,712.14
Balance as at 31/11/2024	CCLA	£ 100,000.00
	Total Funds Held	£ 189,937.98

Agenda Item 11 – Correspondence Received

- Invitation to attend Cornwall Council’s budget stakeholder online event on 12 December
- Community Levelling Up programme interim report
- Clean Cornwall newsletter
- Cornwall Council’s Neighbourhood Planning newsletter
- Government consultation on the possible introduction of hybrid meetings and proxy voting
- NHS Cornwall and IoS: 10 year plan