



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 9 September 2025 at 6.00pm** in **Tregrehan Chapel**

Julie Larter

Mrs Julie Larter
Clerk
2 September 2025

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 July 2025

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

Pages 4 - 8

3. Declarations of Interest on Items on the Agenda

(a) Pecuniary Interests

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

(b) Non-registerable Interests

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

(c) Dispensations

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

(d) Gifts and Hospitality

To declare any gifts or hospitality

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

4. Matters to Note

To receive an update from the clerk on matters progressed since the last meeting (for information only)

5. Chairman's Announcements

6. 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.

7. Cornwall Councillor's Report

To receive a report from Cllr James Mustoe

8. Planning Applications and Related Matters

(a) To respond to any planning applications received after publication of this agenda

(b) To receive an update on the following planning application PA25/04501 – Land at former 56 Sea Road: Demolition of a single dwelling and garage: Erection of block of five flats; provision on nine parking spaces and associated landscaping without compliance with Condition 2 of Decision Notice PA16/06018 dated 4 October 2016

(c) To note that the Appeal relating to PA24/00808, 58 Sea Road has been dismissed by the Planning Inspector

9. Tregrehan Chapel

To receive an update, determine next steps and authorise expenditure

10. Parish Issues

(i) Tregrehan Jubilee Park

(a) To receive an update on proposed drainage works and approve expenditure

(b) To note any concerns

(ii) Tregrehan Flood Working Party

To receive an update

(iii) West Crinnis Field

(a) (If available – to respond to a consultation regarding the footpath realignment in West Crinnis Field)

(b) To note any concerns

(iv) Highways

(a) To consider additional highway verge maintenance around the parish and authorise expenditure

(b) To note Cornwall Council's decision to amend the time street lights are switched off

(c) To note drainage improvement work in Fairway commencing on 8 September

(c) To note footway work due to commence on the A391 at Stenalees on 8 September

(d) To note any concerns

11. Parish Councillor Vacancies – Co-option

To consider an application for co-option

- 12. Financial Matters**
To note the current financial position and authorise payments Pages 9-10
- 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 Page 11
- 15. Dates for the Diary**
To note any dates for members' diaries
- 16. Dates of Future Meetings**
21 October, 18 November, 16 December 2025

MINUTES of a MEETING OF CARLYON PARISH COUNCIL held on 15 July 2025 at 6.00pm in Tregrehan Chapel

Present: Cllrs Paul Trudgian, Mike Ford, Sonia Phillips and Paul Riley

In attendance: Cllr James Mustoe, CC, Julie Larter (Clerk), 8 members of the public.

(25/037) Apologies for Absence

Cllr Lynn Parsons.

(25/038) Minutes of a Meeting of the Parish Council held on 17 June 2025

Cllr Ford pointed out that cycling on the SWCP was also an issue on the path between the Porth Avallen and West Crinnis field.

It was **RESOLVED** that the minutes of a Meeting of the Parish Council held on 17 June 2025 be signed as a correct record of the meeting.

(25/039) Declarations of Interest

The Chairman declared that he had been offered free tickets to the Tunes on the Shore event on 24 – 26 July, but had declined the offer.

(25/040) Matters to Note – Clerks Report

The Clerk reported that a dumpy bag of topsoil is to be delivered to West Crinnis field to tackle the rabbit hole problem. New signage is about to go up in Jubilee playing fields and The handyman is working his way around finishing painting all the benches in Tregrehan and West Crinnis field. The parcel of verge on the Beach Road/Chatsworth Road junction is due to be strimmed imminently.

(25/041) Chairman's Announcements

The Chairman had no announcements to make.

(25/042) Public Participation

A member of the public reported that vegetation needs cutting back on the bridge over the stream at the bottom of Cypress Avenue. The Clerk said that she has already reported this. Cllr Mustoe offered to contact the Environment Agency about this.

A member of the public reported that a Surf Lifesaving Championship was held on Crinnis beach last weekend and there was traffic chaos. The Clerk is to write to CEG and Steve Smith asking for advance notification of large events.

A member of the public asked for an update on the anti-social behaviour issue on Beach Road.

A member of the public reported that the stream on Crinnis Beach leading into the sea hasn't made the water line and the water is foul. Cllr Phillips said it is the responsibility of the EA and asked the resident to report the matter to the Environment Agency.

A member of the public expressed concern about residents in Carlyon Bay “adopting” the service verge fronting their property. The Chairman said that this matter was not within the remit of the parish council.

(25/043) Cornwall Councillor’s Report

Cllr Mustoe reported that there are now 3 new Police PCSO’s in the St Austell and St Blazey area. He also reported on parking issues outside Charlestown School and gave details of Cornwall Council’s Parking Buddies scheme which it is hoped can be used at the school. Cllr Mustoe’s full report can be found on the Parish Councils website.

(25/044) Planning Applications and Related Matters

(a)

(i) PA25/03497 – 23 Fairway: Garage conversion and single storey rear extension, with demolition of small out building

It was **RESOLVED** that the Clerk should respond to the Planning Authority stating that the parish council has no objections,

(ii) PA25/04501 – Land at former 56 Sea Road: Erection of a block of 5 flats; provision of 9 parking spaces and associated landscaping without compliance with Condition 2 of Decision Notice PA16/06018 dated 4 October 2016

It was **RESOLVED** that the Clerk should respond to the Planning Authority stating that the parish council objects to the proposal as removal of the trees would alter the landscape of the area. (Carlyon Neighbourhood Development Plan Policy 2 (b) and (c)

(iii) PA25/04494 – Land west of Higher Cuddra: Works to a tree covered by a TPO – Pedunculate Oak – Reduce limb back to main stem

It was **RESOLVED** that the Clerk should respond to the Planning Authority stating that the parish council has no objections subject the tree officer being content.

(iv) PA25/03785 – 101 Sea Road: Works to trees covered by a TPO – T1 Macrocarpa, fell; T2 Macrocarpa, fell; T3 Macrocarpa, fell; T4 Macrocarpa, fell

It was **RESOLVED** that the Clerk should respond to the Planning Authority stating that the parish council has no objections subject to the planting recommendation of the tree officer.

A further application had been received after publication of the agenda:

(v) PA25/05219 – 40 Cuddra Road: Works to trees subject to a TPO: T1 Beech – Reduce 1 branch by 2m over garden to the boundary; T2 Sessile Oak – Reduce 2 branches over shed,

garden and close to roof/gutters from 8m crown spread to 5.5m; T3 Sessile Oak – Reduce 3 branches over shed, patio and parked campervan by 3.5m from 7.5m to 5m

Councillors wished to see the tree officer's report before responding.

(b) It was noted that PA25/04197 – 5 Wheal Regent Park: Works to trees subject to a TPO – trimming of Turkey Oak and 2 x Beech trees has been approved

(c) It was **RESOLVED to give the Clerk delegated powers to respond to Cornwall Council on planning consultations received during the summer recess, following email consultation with members.**

(25/045) Anti-Social Behaviour

The Clerk summarised an update from Inspector Andrews:

Between 1 June and 4 July 3 incidents were reported (Police logs) for Carlyon Bay. One related to driving and one related to anti-social behaviour. There were 933 incidents for the whole of St Austell sector.

3 crimes were reported (544 had been reported for the whole of St Austell sector). Two of these crimes related to assaults and the other the theft of a number plate.

A joint neighbourhood and camera safety partnership speed operation is planned for the end of the month and this will include Beach Road as well as other locations throughout St Austell.

A stakeholder meeting with Crinnis Beach management was held recently and the Police agreed that steps taken had a positive impact (bag searches, additional security and Police patrols and banning letters), additional CCTV will be installed soon and another meeting is scheduled for the end of July to keep reviewing the situation.

The additional Friday evening patrols have now started to deter and tackle ASB issues in the key coastal location around St Austell (including Carlyon Bay, Beach Road and Sea Road).

Police patrols have been positive, one Friday a group of youths were located on the beach, were spoken to and a small amount of alcohol was disposed of. On another occasion three youths on pedal cycles were spoken to about road safety.

Inspector Andrew has made enquiries with Cornwall Council about why in 2002 the licencing authority approved an extension of time from 2200 to 2300 and is still awaiting a response but he suspects that it is likely that there was little or no concern expressed due to very limited number of incidents.

Inspector Andrews hopes that this reassures the community that the Police have listened and responded.

Mr Green had received a similar report.

Members of the public were concerned that the number of logs reported did not correlate with the number that have actually been reported and the Clerk is to see clarification from Inspector Andrews. The Clerk will also ask if a representative from the parish council can be included in future stakeholder meetings.

The Chairman stressed the need for residents to keep reporting any incidents and to include photographic evidence if possible.

(25/046) Parish Issues

Tregrehan Jubilee Playing Fields

The tree survey carried out in February identified work was required on 3 trees and quotes had been sought. It was **RESOLVED to accept a quote from GET Landscaped for £1530.**

Following a request for a memorial tree to be planted in the football field, Cllr Phillips sought advice on a suitable species and Maple or another Copper Beech were recommended. The tree is to be planted in the row of trees adjacent to the right hand side of the field, to replace one which has failed in the past.

(b) Concerns

It was noted that the Clerk is trying to set up a meeting between the council's handyman and an officer from Forest for Cornwall to discuss the future management of the trees in the fields

The Chairman suggested putting in some log seating in the play park and he will speak to the owner of Football Golf to see if he has anything suitable.

The parking cones are to be replaced with logs as they will be more aesthetically pleasing.

It was noted that residents at the end of the lane between the fields plan undertaking some repairs to the bridge, but will be funding the repairs themselves.

(ii) Tregrehan Flood Working Party

Cllr Riley has inspected Jubilee park and ascertained that there will be no need to consult the Environment Agency regarding plans to dig a drainage ditch. Quotes are to required for the design of the ditch and Cllr Riley will suggest some contractors to contact.

(iii) West Crinnis Field

Brend Hotels are not willing to enter into a new lease for West Crinnis field. The Chairman suggested that it would be a good idea to attend the Sea Road Residents' Association AGM on 7 September to discuss the matter. It was noted that Brend Hotels have submitted an application for a Public Path Order to Cornwall Council and local stakeholders will be informally consulted in the next couple of weeks.

The Clerk is to ask the contractor to cut the grass in the field.

(iv) Tregrehan Methodist Chapel

The Clerk reported that completion was scheduled for 18 July, but it was felt that this date may slip.

The design for a swinging sign to go on the chapel was agreed.

The Chairman and Clerk met an architect earlier in the evening and she will forward plans for an accessible toilet in the building.

(v) Highways concerns

(a) It was noted that road works are planned on the Cromwell Road/Porthpean Road/Polmear Road junction and also on the Mount Charles roundabout. These works will take place over 12 weeks from October to December and are likely to cause traffic disruption. Cllr Mustoe has a named contact for the work.

(b) Concerns

The Chairman expressed his concern about the lack of maintenance on Cornwall highways verges, which are overgrown with weeds and gorse etc and thought there could be an opportunity to work with neighbouring parish councils and the town council. Cllr Mustoe offered to speak to neighbouring Cornwall Councillors and set a meeting up for September.

(25/047) Financial Matters

The current financial position was noted and the following payments authorised.

DD	EE Ltd	Monthly mobile phone bill	£33.81
DD	Lloyds Bank Ltd	Credit card	£101.99
DD	Unity Trust Bank	Monthly bank charges	£6.00
BACS	GET Landscaped	Grounds maintenance Jubilee Playing fields and Cypress Avenue	£888.00
BACS	Cornwall Signs	Jubilee Playing Fields signage	£150.00
BACS	Vision ICT	Data backup	£72.00
BACS	Staff/HMRC/CPF	Salaries and oncosts	£1272.01

(25/048) Training/Meetings Attended

There was nothing to report.

(25/049) Correspondence

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

- Cornwall and Isles of Scilly Cornwall Together newsletter

(25/050) Dates for the Diary

- 23 July – South Cornwall Community Area Partnership meeting (Cllr Riley to attend)

(25/051) Dates of Future Meetings

9 September, 21 October, 18 November, 16 December 2025.

The meeting closed at 7.17pm

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Chairman

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Date

Carlyon Parish Council Budget Monitor Report to 31/08/2025

EXPENDITURE		Budget		Expenditure	% of Budget
Salaries (including oncosts)	£	14,000.00	£	6,907.40	49.34%
				£	
Training & conference expenses	£	750.00		50.00	6.67%
				£	
Clerks Room Allowance	£	350.00		156.00	44.57%
				£	
Staff travel and subsistence	£	450.00		136.30	30.29%
Handyman	£	4,000.00			
Total employee related costs	£	19,550.00	£	7,249.70	37.08%
				£	
Office expenses	£	2,500.00		595.97	23.84%
Insurance	£	3,000.00	£	-	0.00%
				£	
Subscriptions	£	900.00		602.03	66.89%
Website	£	500.00	£	-	0.00%
				£	
Audit Fees	£	550.00		200.00	36.36%
				£	
Bank charges	£	150.00		45.00	30.00%
Meeting Expenses	£	50.00	£	-	0.00%
Total Administration Costs	£	7,650.00	£	1,443.00	18.86%
Chairman's Allowance	£	100.00	£	-	0.00%
Councillors Travel/Subsistence	£	200.00	£	-	0.00%
Parish Maintenance	£	5,600.00	£	3,039.05	54.27%
Parish Projects	£	-	£	1,442.62	0.00%
West Crinnis Field	£	-	£	-	0.00%
Jubilee Playing Fields	£	10,000.00	£	6,427.24	64.27%
				£	
Tregrehan Chapel	£	5,000.00		956.96	19.14%
PWL Repayments	£	5,500.00	£	-	0.00%
Total VAT	£	4,000.00	£	2,576.53	64.41%
				£	
Total Other Expenses	£	30,400.00		14,442.40	47.51%
				£	
Total Expenditure	£	57,600.00		23,135.10	40.17%

INCOME		Budget		Received	% of Budget
				£	
Precept	£	45,300.00		22,650.00	50.00%
VAT	£	4,000.00	£	-	0.00%
CIL	£	-	£	-	0.00%

Hall Rental	£	2,600.00	£	-	0.00%
Other Income	£	1,200.00	£	3,258.07	271.51%
Interest	£	1,500.00	£	2,264.13	150.94%
Transfers from Reserve Funds Held	£	3,000.00			
Total Income	£	57,600.00		£ 28,172.20	48.91%

CURRENT FUNDS HELD		At 31/08/2025
Current Account	£	13,915.54
Total Current Funds	£	13,915.54

RESERVE FUNDS HELD		At 31/08/2025
RESERVES: Instant Access	£	75,109.79
RESERVES: CCLA	£	100,000.00
Total Funds Held	£	189,025.33

RESERVE FUNDS ALLOCATED		At 30-04-25
Community building	£	50,498.07
Community building (CIL Funds)	£	24,501.93
Election Fund	£	4,100.00
West Crinnis Field (PROW)	£	6,500.00
Tregrehan Flood Alleviation	£	7,500.00
Drainage Ditch Jubilee Fields	£	5,000.00
Property Contingency	£	21,040.00
Maintenance Contingency	£	12,748.65
General Contingency	£	42,784.35
Total Reserve Funds Allocated	£	174,673.00

Maintenance Expenditure		
(Salary and resources)		£2,008.36

Agenda Item 14 – Correspondence Received

- Cornwall Council consultation on the Public Spaces Protection Order review of existing dog bans on beaches
- A complaint about jet skis on Crinnis beach