



Carlyon Parish Council

Trethella Cottage, Ruan Laniorne, Truro TR2 5NU
Tel: 07983 710385 Email clerk@carlyon-pc.gov.uk
www.carlyon-pc.gov.uk

Dear Councillor

You are summoned to attend a meeting of **Carlyon Parish Council** to be held on **Tuesday 15 April 2025 at 6.20pm** in **Tregrehan Chapel**

Julie Larter

Mrs Julie Larter
Clerk
8 April 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 18 March 2025

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 applications and any planning applications received since publication of this agenda

(i) PA25/01192 – 30 Wheal Regent Park: Works to trees subject to a TPO, 1 large Scots Pine, 2 dead unidentified trees and 1 small Oak to be removed for safety reasons and dangerous to the property

(ii) PA25/02018 – Har Grey House, 15a Beach Road: Construction of a new dwelling without compliance with Condition 1 of decision notice PA21/08829 dated 20/10/21 without compliance of Condition 2 of Decision Notice PA22/05065 dated 27.06.22

(iii) PA25/02204- 37 Chatsworth Way: Two storey rear extension

(iv) PA25/02305 – 18 Wheal Regent Park: Proposed garden room and associated works

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

(i) 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

This application is due to be determined by Cornwall Council's Strategic Planning Committee on 17 April

(ii) PA25/01168 – 37 Sea Road: Proposed garage

8. Tunes on the Shore

To receive an update.

9. Parish Projects

Tregrehan History Board

To receive an update

10. Parish Issues

(i) Tregrehan Jubilee Park

To note any concerns

(ii) Tregrehan Flood Working Party

To receive an update

(iii) West Crinnis Field

To note any concerns

(iv) Tregrehan Chapel

To consider the Clerk's report and action accordingly

(v) Highways

To note any concerns

11. Financial Matters

To note the current financial position and authorise payments

Pages 10-11

12. Training/Meetings

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

13. Correspondence

To note any correspondence received since the last meeting

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14. Dates for the Diary

To note any dates for members' diaries

15. Dates of Future Meetings

13 May, 17 June, 15 July, 9 September, 21 October, 18 November, 16
December 2025

MINUTES of a MEETING OF CARLYON PARISH COUNCIL held on 18 March 2025 at 6.00pm in Tregrehan Chapel

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

In attendance: Julie Larter (Clerk), 6 members of the public.

(24/148) Apologies

There were no apologies.

(24/149) Minutes of a Meeting of the Parish Council held on 18 February 2025

It was **RESOLVED** that the minutes of a meeting of the Parish Council held on 18 February 2025 be signed as a correct record of the meeting.

(24/150) Declarations of Interest

There were no declarations of interest.

(24/151) Chairman's Announcements

The Chairman had no announcements to make.

(24/152) Public Participation

A member of the public spoke about planning application for 37 Sea Road. He was concerned about the size of the building and felt it was overbearing and not appropriate for the area. He was concerned that a large number of trees and shrubs have already been removed from the site and this has affected neighbouring property boundaries

A member of the public reported that the tarmac on the speed cushion nearest Kent Avenue is breaking up. The Clerk is to report the matter to Cornwall Council. The member of the public was concerned to learn that re-listing of West Crinnis Field on Cornwall Council's list of Assets of Community Value has been refused.

(24/153) Cornwall Councillor's Report

Cllr Mustoe said that he was pleased to join representatives from the parish council at a meeting with the organisers of Tunes on the Shore and was reassured that the event is being handled by experienced professionals. Cllr Mustoe was pleased to see the good work done on the Jubilee playing fields and said that this was an endorsement of how local councils were better placed to run local resources than Cornwall Council. Cllr Mustoe expressed his dismay at the refusal of Cornwall Council to re-list West Crinnis Field.

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

Cllr Mustoe left the meeting.

(24/154) Planning Applications and Related Matters

The chairman re-ordered the agenda.

(ii) PA25/01168 – 37 Sea Road: Proposed garage

It was **RESOLVED** that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the parish council objects to the proposal for the following reasons:

It is contrary to Policy 2 (c) and (e), Policy 3, Policy 4 (a) and (c) and Policy 5 (d) of the Carlyon Neighbourhood Plan.

The Ecology Trigger List submitted with the application indicated that the proposal did not meet the criteria for a survey, yet bats were present on the site prior to demolition of the extension. The application form states that no trees or hedges are to be removed. However prior to submitting the application a large number of very mature trees were felled along with hedgerows. The trees that were removed formed part of a wildlife corridor in Carlyon Bay and owls were present. Clearance of land prior to a planning application being submitted is contrary to Cornwall Climate Emergency DPD Natural Climate Solutions: Policy G2 Biodiversity Net Gain Guiding the Planning Process: 8. A note on Pre-emptive Clearance.

Net biodiversity should be increased by 10% within the site and this should be based on pre-clearance of the site.

The parish council is concerned about the large number of windows included on the plan and should planning permission be granted we would request that a condition be applied stating that the building can only be used as a garage and it should remain a single storey structure.

(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

It was **RESOLVED** that the Clerk should respond to the planning authority (Cornwall Council) stating that the parish council objects to the proposed development on the grounds of the loss of arable land and the visual impact on the green buffer zone. Furthermore, no surface water plan was included with the application. As previously stated, any development above Tregrehan Mills is likely to exacerbate instances of flooding in the village.

(iii) PA25/01192 – 30 Wheal Regent Park: Works to trees subject to a TPO, 1 large Scots Pine, 2 dead unidentified trees and 1 small Oak to be removed for safety reasons and dangerous to the property

This application was deferred pending receipt of the tree officer's report.

(iv) PA25/01781 – 3 Fairway: Proposed new access, porch extension and internal alterations

It was **RESOLVED** that the Clerk should respond to the planning authority (Cornwall Council) stating that the parish council has no objections.

(b) An update was given on the following planning applications:

(i) PA24/09333 – Land to the rear of Hillcrest, Beach Road: Reserved Matters application for access, appearance, landscaping, layout and scale, following outline consent PA23/06603 dated 24.01.24

The Planning Officer recommended the application for approval and subsequently a 5 day protocol letter had been issued. It was **RESOLVED to agree to disagree with the recommendation of approval.**

Cllr Phillips wished it to be noted that she retains her objection.

(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

This application has been approved.

(24/155) Cornwall Council's Call for Sites

The Chairman explained that the parish council's neighbourhood plan is no longer valid in terms of housing numbers and development boundaries because they were in accordance with Cornwall Council's old local plan. Green spaces are still protected and all the other policies remain valid. The parish council will need to refresh its neighbourhood plan once Cornwall Council's new local plan is adopted. The parish needs to provide 22 affordable homes in the next 5 years and the Chairman suggested the parish council should be proactive in identifying suitable land. It was suggested that the industrial estate in Tregrehan may be a possible site. He went on to say that Cornwall Council has changed its policy on affordable housing requirements – the local connection has disappeared and affordability is the major criteria now. The parish council will liaise with Cornwall Council's Affordable Housing Team and agencies such as Treveth.

The Football Golf site has been removed from the Call for Sites consultation.

The town council arranged a meeting with neighbouring parishes on 10 March to ascertain views of neighbouring parishes prior to submitting its response to the consultation. The Chairman and Cllr Ford attended and said that it was a very helpful meeting and they wished to record their thanks to the Town Clerk for arranging the meeting.

(24/157) Tunes on the Shore 23 – 25 May

The Chairman, Cllr Riley, Cllr Phillips and the Clerk met with Tim Vigus, the event organiser on 26 February. The meeting was very helpful and it appears that the event is being very professionally organised and managed. The stage will be positioned so that music projects out to sea. Councillors' main concern is around parking arrangements – the beach car park will be opened up and there will be a park and ride from Penrice School and the rugby club.

Councillors acknowledged that there could be problems with inappropriate parking in Crinnis Close and on Sea Road and Cllr Riley will speak to Tim Vigus about this and suggest that perhaps the organisers could provide some temporary signage or fencing.

Another meeting will be arranged before the other planned event in July.

(24/158) Parish Projects

Tregrehan History Board

The board will hopefully be in situ shortly.

(24/159) Parish Issues

(i) Tregrehan Jubilee Park

The Clerk reported that the annual tree survey has now been carried out and the Clerk will seek quotes for the issues identified.

(ii) Tregrehan Flood Working Party

There was nothing to report.

(iii) West Crinnis Field

(a) Footpath modification

The Chairman, Cllr Ford and the Clerk met with the Public Rights of Way Officer on 6 March. The officer has met with representatives from the hotel, who have suggested a route but no formal application has been made. There will be a public consultation when a formal application is made.

(b) Cornwall Council's list of Assets of Community Value

The application for re-listing of West Crinnis Field has been refused due to lack of evidence of public value. A new application will be submitted once further evidence has been gathered.

Cllr Cooper tendered his apologies and left the meeting

(c) There were no other concerns

(iv) Tregrehan Methodist Chapel

(a) Update on the purchase

It was noted that the survey and reinstatement cost assessment have now been received. The legal process is moving forward. Although South West Water acknowledges that there is a water supply to the building, it is not on their database. The Clerk has spoken with the solicitor acting for the parish council and it has been agreed that an indemnity clause will be put into the contract stating that there will be no liability on behalf of the parish council for any supplies prior to completion. Following completion, the Clerk will pursue the matter with SWW. The Clerk also reported that she is currently trying to get the chapel added to Royal Mail's database so that she can arrange for an internet connection.

(b) Community Capacity Fund

The Clerk reported that proposals to improve accessibility and install wi-fi as decided at the last meeting did not meet the criteria for the fund so instead she has submitted an application for £2,700 towards a feasibility study to provide accessible toilet facilities in the building. Cornwall Council has temporarily placed the application process on hold as it is awaiting sign-off of the new transition year programme.

(c) Appointment of a working party to oversee the transfer of the building

It was **RESOLVED that the Chairman and Cllr Riley together with the Clerk will liaise with the Methodist Circuit regarding the handover of the building.**

(v) Highways concerns

(a) Forthcoming work on A391

The Clerk reported on work to resurface the A391 from its junction with the A390 and Scredda roundabout starting on 6 May. Preliminary work will begin in March. There will be significant disruption whilst the work is undertaken, with several overnight and daytime closures and the diversion route is lengthy.

(b) It was noted that a Road Closure Order has been made for Cypress Avenue 1900hours 18 March – 0700 hours 19 March.

(c) It was noted that a Road Closure Application has been made for Fairway 2 June – 11 July (24 hours)

(d) Concerns

The Clerk has been contacted by a resident who was concerned that the new 20MPH speed limit in Church Road becomes 30MPH around Holmbush Arch roundabout before reducing back to 20MPH along Beach Road. St Austell Bay Parish Council will discuss the matter on 20 March, with a view to requesting Highways to reduce the 30MPH section to 20MPH.

(24/160) Appointment of a Handyman

(i) It was **RESOLVED to accept the recommendation of the staffing Committee to appoint Michael Thornton as the parish council's handyman subject to satisfactory references.**

(ii) Agree a budget for the purchase of resources

It was **RESOLVED to allocate a budget of £500 towards the purchase of resources for the parish and to give the Clerk delegated powers to make necessary purchases.**

(24/161) Financial Matters

(i) Parish Council Insurance

Two quotes had been received and it was **RESOLVED to remain with the current insurer (Hiscox) for the next 3 years.**

(ii) 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	£6.00
BACS	Jason Bellinger	Annual tree survey Jubilee Playing Fields	£295.00
BACS	St Austell Bay Parish Council	½ share of Clerks attendance CALC election training	£17.50
BACS	GET Landscaped	Grounds maintenance – Cypress Ave and Jubilee Playing F	£1,356.00
BACS	Tregrehan Methodist Church	Hall rental	£75.00
BACS	Lyreco	Stationery	£52.73
BACS	J Larter/HMRC/CPF	Salary and oncosts	*

(24/162) Training/Meetings Attended

- 24 February – Clerk attended a meeting of Clerks to smaller councils
- 26 February – Clerk attended a webinar on managing insurance risks
- 26 February – The Chairman, Cllrs Riley, Phillips and the Clerk attended a meeting with Tim Vigus regarding the proposed Tunes on the Shore event
- 3 March – The Chairman and Cllr Phillips together with the Clerk interviewed candidates for the handyperson role
- 6 March – The Chairman, Cllr Ford and the Clerk attended a meeting with the Public Rights of Way officer regarding the re-alignment of West Crinnis footpath
- 10 March – Clerk attended Cornwall Council's briefing on works to the A391
- 10 March – The Chairman and Cllr Ford attended a meeting with St Austell Town Council and neighbouring parishes regarding the Call for Sites consultation

(24/163) 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
- Cornwall Council’s Town and Parish Council newsletter
- Invitation to attend Climate Skills programme
- Correspondence regarding the Woodland Trust’s national database of ancient trees

(24/164) Dates for the Diary

The Clerk reminded councillors to submit their nomination papers to Cornwall Council on time.

(24/165) Dates of Future Meetings

15 April, 13 May, 17 June, 15 July, 9 September, 21 October, 18 November, 16 December 2025.

The meeting closed at 7.20

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Chairman

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Date

DRAFT

Carlyon Parish Council Budget Monitor Report to 31/03/2025

	Budget £	Expenditure £	% of Budget £
Employee Costs			
Clerk's salary (including oncosts)	£ 13,000.00	£ 10,752.05	82.71%
Training & conference expenses	£ 750.00	£ 414.50	55.27%
Clerks Room Allowance	£ 350.00	£ 312.00	89.14%
Clerk's travel and subsistence	£ 400.00	£ 409.81	102.45%
Total employee related costs	£ 14,500.00	£ 11,888.36	81.99%
Administration Costs			
Office expenses	£ 750.00	£ 325.91	43.45%
Postage	£ 150.00	£ 107.35	71.57%
Photocopying	£ 150.00		0.00%
Office equipment	£ 750.00	£ 539.21	71.89%
Insurance	£ 750.00	£ 1,635.58	218.08%
Subscriptions	£ 800.00	£ 766.21	95.78%
Website	£ 500.00	£ 357.75	71.55%
Audit Fees	£ 550.00	£ 410.00	74.55%
Bank charges	£ 200.00	£ 107.40	53.70%
Meeting Expenses	£ 250.00	£ 340.00	136.00%
Total Administration Costs	£ 4,850.00	£ 4,589.41	94.63%
Other Expenses			
Chairman's Allowance	£ 100.00	£ -	0.00%
Councillors Travel/Subsistence	£ 200.00	£ -	0.00%
Parish Maintenance	£ 8,000.00	£ 4,800.04	60.00%
Parish Projects	£ 6,700.00	£ 5,660.63	84.49%
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	£ 580.00	38.67%
Tregrehan Jubilee Playing Fields	£ 2,500.00	£ 3,585.65	143.43%
Tregrehan Chapel		£ 1,150.00	
CIL		£ 6,336.97	
Total Other Expenses	£ 22,200.00	£ 22,143.76	99.75%
Total VAT	£ 2,000.00	£ 3,975.56	198.78%
Total Expenditure	£ 43,550.00	£ 42,597.09	97.81%
Reserves Held			
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	£ 819.23	27.31%
Tregrehan Flood Alleviation	£ 7,500.00		0.00%
General Contingency	£ 10,000.00		0.00%
Total Reserves	£ 159,657.15	£ 151,139.41	94.66%
Income			
Precept	£ 41,029.78	£ 41,029.78	100.00%
VAT	£ 1,000.00	£ 3,336.88	333.69%

CIL	£	-	£	-	
Other Income	£	50.00	£	4,516.69	9033.38%
Interest	£	2,000.00	£	6,714.32	335.72%
Total Income	£	44,079.78	£	55,597.67	126.13%

Total Funds held as at 31/03/2024		£	170,988.65
Add income		£	55,597.67
Less expenditure		£	42,597.09
		£	183,989.23

Bank Reconciliation

Balance as at 31/03/2025	Current Account	£	9,316.23
	Less outstanding payments	£	-
		£	9,316.23
Balance as at 31/03/2025	Instant Access	£	74,673.00
Balance as at 31/03/2025	CCLA	£	100,000.00
	Total Funds Held	£	183,989.23

Agenda Item 11 – Correspondence Received

- Details of resurfacing work on A391 and resulting road closures
- Cornwall Council's Taxi and Private Hire Policy Consultation
- Complaint about abandoned cars in the Beach Road shopping area