



Carlyon Parish Council

Carlyon Parish Hall, Tregrehan Mills, St Austell PL25
3TH
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 21 April 2026 at 6.00pm** in **Carlyon Parish Hall, Tregrehan Mills**

Julie Larter

Mrs Julie Larter

14 April 2026

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 17 March 2026**
To resolve that the minutes of the meeting are an accurate record of the meeting
- 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

To respond to the following planning application and any applications received after publication of this agenda

PA26/02200 – Mallsbank, 5 Beach Road: Conversion of garage to habitable space with insertion of window to front elevation; replacement of existing conservatory roof with gabled roof with rooflights

9. Carlyon Parish Hall

(i) To receive an update

*(ii) Talk on the history of Tregrehan – 30 April
To agree to provide refreshments*

10. Gwallon Keas

This is a standing agenda item

11. Public Realm Improvement and Re-Introduction of Weed Treatment

To discuss Cornwall Council's proposals for public realm improvements and determine whether to opt out of the scheme

Previously
circulated

12. Parish Council Website/Email Account

To consider whether to change the council's web provider

13. Chapel Lane, Tregrehan Mills

To consider a request for a donation towards the cost of repairing potholes

14. Parish Issues

(i) Tregrehan Jubilee Park
To note any concerns

(ii) Tregrehan Flood Working Party
To receive an update

(iii) West Crinnis Field
(a) *HAD 302 – Public Paths Order Preliminary Consultation*
To note the current situation
(b) *To note any concerns*

(iv) Highways
(b) *To note any concerns*

(v) Crime
To note any concerns regarding crime and disorder in the parish

(vi) Crinnis Beach
To note any pollution incidents

15. Financial Matters

To note the current financial position and authorise payments

16. Training/Meetings

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

17. Correspondence

To note any correspondence received since the last meeting

Page 11

18. Dates for the Diary

To note any dates for members' diaries

19. Dates of Future Meetings

19 May (to be preceded by the Annual Parish Meeting), 16 June, 14 July, 15 September, 20 October, 17 November, 15 December 2026

MINUTES of a MEETING OF CARLYON PARISH COUNCIL held on 17 March 2026 at 6.00pm in Carlyon Parish Hall

Present: Cllrs Mike Ford, Lynn Parsons, Steve Mabbott, and Sonia Phillips.

In attendance: Cllr James Mustoe, CC; Julie Larter (Clerk), 7 members of the public.

In the absence of the Chairman, Cllr Phillips took the Chair.

(25/157) Apologies for Absence

Apologies were received from Cllrs Paul Trudgian and Paul Riley.

(25/158) Minutes of a Meeting of the Parish Council held on 17 February 2026

It was **RESOLVED** that the minutes of a Meeting of the Parish Council held on 17 February 2026 be signed as a correct record of the meeting.

(25/159) Declarations of Interest

There were no declarations of Interest.

(25/160) Matters to Note

The Clerk reported that she has contacted the Countryside Officer who has confirmed that the surface of the coast path opposite the Porth Avallen will be improved in the next financial year, but she doesn't have a date. This is not considered a priority at the moment as Cormac are still dealing with issues caused by the very wet winter.

(25/161) Chairman's Announcements

The Chairman had no announcements to make.

(25/162) Public Participation

A member of the public raised concerns regarding anti-social behaviour from establishments on Crinnis Beach. He was concerned about longer opening hours and the impact this would have on residents.

Steve Smith Estate Manager for CEG and Tim Vigus who holds the license to operate bars on the beach addressed a number of points.

- Currently there are 4 large events planned (Tunes on the Beach, 23 and 24 May); Nippers Surf Life Saving (18 and 19 July); Charlestown Gig Rowing (8 August); Fireworks (5 November).
- Every year youngsters converge on the beach – this happens everywhere not just Carlyon Bay.

- Last year three people were issued with banning orders and management operate a stop and search policy to stop alcohol being taken onto the beach.
- There has been no change in the licensing hours.
- The bottom car park will be open for events again this year

Cllr Mustoe said that last year the big events did not cause the problems and generally ran smoothly. He said that the Police had obtained funding for extra policing for coastal areas as they did last year.

Cllr Phillips said that stakeholders will be working together again this year and the parish council will review the situation after the first event.

Mr Vigus said that repairs will be made to the pavement and the streetlights will be reinstated following recent storms.

(25/163) Cornwall Councillor's Report

Cllr Mustoe reported on the impact wet weather was having on roads across the county and the current pothole situation. He has recently had joined with children at Charlestown Primary School in planting a number of trees within the school grounds. Cllr Mustoe also reported on changes to business rates and the impact it would have on the hospitality sector.

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

(25/164) Planning and Related Matters

(i) PA25/09592 – Pine Lodge Gardens: Retention of 2 holiday dwellings converted from tea rooms and 2 holiday flats constructed on site of demolished gents block

It was **RESOLVED that the Clerk should respond to the planning authority stating that the parish council objects to the parish council for the following reasons**

- **The Ecology Trigger List is not factually correctly**
- **The proposal introduces different types of dwelling that were not there previously**
- **Lack of infrastructure to support the development**

(ii) PA26/01157 – Higher Cuddra: Conversion and extension for creation of 4 flats

It was **RESOLVED that the Clerk should respond to the planning authority stating that the parish council objects for the following reason**

- **No Radon survey has been carried out.**
- **The proposal introduces different type of dwelling that were not there previously**
- **Lack of infrastructure to support the development**
-

(iii) PA26/00959 – Sandpiper, Beach Road: Formation of an access

It was **RESOLVED that the Clerk should respond to the planning authority stating that the parish council has no objections to the proposal.**

(iv) PA26/00581 – 27 Edinburgh Close: Proposed conversion of existing integral garage for use as a dog grooming business, involving replacement of garage door with a new window and entrance door

It was **RESOLVED that the Clerk should respond to the planning authority stating that the parish council has no objections to the proposal.**

Update on PA25/01175/PREAPP – Porth Avallen Hotel: The applicants have met with parish councillors and directors of Sea Road Residents Association. A brief outline of the planning officer's report was given.

(25/165) Carlyon Parish Hall

(i) Marketing the hall

In December the council resolved to enter into a contract with Wildanet for an internet connection. The Clerk has now been informed that as part of their change of direction, the company will not now fulfil the order. In order to expedite matters, in agreement with the Chairman, the Clerk has signed up with Starlink and the monthly charge remains the same.

Cllr Mabbott is in discussion with 2 electricians regarding the heating system.

Two quotes have been received to create a new pedestrian entrance in the wall. The Clerk is to ask for detailed drawings – Cllr Riley is to be asked for his advice.

It was noted that a water meter has now been installed.

(ii) Quotes for a new noticeboard

It was **RESOLVED to order one post mounted noticeboard for Gwallon Keas at a cost of £591, with consideration at a later date for a board for the hall's external wall.**

(25/166) – Gwallon Keas

The clerk has been unable to confirm with Biffa that the proposed locations for bins is acceptable.

Cllr Mabbott reported that he is still waiting for a meeting with Devonshire Homes.

(25/167) Council Policies

A draft IT policy had been previously circulated and it was **RESOLVED to adopt the policy which will be reviewed in May.**

(25/168) Parish Issues

(i) Jubilee Playing Fields

The annual tree survey has now been carried out and the only work identified was to remove some of the fallen trees and stabilise the bank on the northern hedge of the football field.

(ii) Tregrehan Flood Working Party

A brief update had been provided by Simon Deverill. Cllr Phillips expressed her frustration stating that nothing had moved forward in the last 6 months. Cllr Phillips said that the main concern is water run off from Boscoppa Farm. Cllr Mustoe said that a detailed report should be available soon. Cllr Phillips is to attend the next meeting between Cornwall Council and the Environment Agency.

(iii) West Crinnis Fields

(a) HAD 302

It was noted that the report and Order are in the process of being proofed and the decision should be announced or publicised by the end of this month.

(b) Concerns

There were no other concerns.

(iv) Highways

(a) Pedestrian Crossing Outside Charlestown Primary School

A request has been received from the Headteacher of Charlestown Primary School for a pedestrian crossing to be installed outside Charlestown School. The likely cost will be around £100,000. The parish council recognises the importance of children's safety and although it supports the school, it could not consider anything at the present time but may submit a bid to the Community Highways Scheme in the next financial year.

(b) Concerns

There were no other concerns.

(v) Crime

Concerns over anti-social behaviour in Carlyon Bay had been dealt with under Public Participation.

(25/169) Financial Matters

- (i) The council's Asset Register was reviewed and considered to be in order.
- (ii) The council's insurance cover was reviewed and cover found to be adequate. The policy with Zurich has been subsequently renewed.
- (iii) Current balances were noted and the following payments were authorised.

DD	Lloyds Bank	Credit card*	£	181.98
DD	EE	Monthly mobile phone charge	£	35.81
DD	Unity Trust Bank	Monthly bank charges	£	7.00
DD	British Gas	Electricity	£	29.85
DD	UK Debt Management	1 st instalment of Public Works Loan	£	2,957.65
BACS	Cornwall ALC	Code of Conduct training (Cllr Mabbott)	£	30.00
BACS	GET Landscaped	Grounds maintenance	£	1051.00
BACS	Jason Bellinger	Annual Tree Survey – Jubilee Playing fields	£	295.00
BACS	Heavy Transport Club	Room hire	£	60.00
BACS	AJ Gallagher	Insurance renewal	£	1600.35
BACS	Staff/HMRC/CPF	Staff salaries and oncosts	£	1,312.45

(25/170) Training/Meetings Attended

19 February – Chairman, Cllrs Ford and Riley met with representatives from Acorn Blue regarding the proposed redevelopment of Porth Avallen Hotel

24 February – Cllr Ford attended Cornwall Council's planning training and gave a brief update on matters that could affect the parish.

(25/171) Correspondence Received

A list of correspondence had been previously circulated. In addition the Community Area Partnership funding newsletter had been received together with details of Cornwall Council cultural strategy survey. A letter regarding potholes on Chapel Lane will be considered at the next meeting.

(25/172) Dates for the Diary

Thursday 19th March - councillors to attend cyber security training.

(25/173) Dates of Future Meetings

21 April, 19 May (this will be preceded by the Annual Parish Meeting), 16 June, 14 July, 15 September, 20 October, 17 November, 15 December 2026

Carlyon Parish Council Budget Monitor Report to 31/03/2026

EXPENDITURE	Budget	Expenditure	% of Budget
Salaries (including oncosts)	£ 14,000.00	£ 16,099.35	115.00%
Training & conference expenses	£ 750.00	£ 525.00	70.00%
Clerks Room Allowance	£ 350.00	£ 312.00	89.14%
Staff travel and subsistence	£ 450.00	£ 441.10	98.02%
Total employee related costs	£ 15,550.00	£ 17,377.45	111.75%
Office expenses	£ 2,500.00	£ 1,365.94	54.64%
Insurance	£ 3,000.00	£ 1,600.35	53.35%
Subscriptions	£ 900.00	£ 750.53	83.39%
Website	£ 500.00	£ -	0.00%
Audit Fees	£ 550.00	£ 515.00	93.64%
Bank charges	£ 150.00	£ 109.00	72.67%
Meeting Expenses	£ 50.00	£ 194.85	389.70%
Total Administration Costs	£ 7,650.00	£ 4,535.67	59.29%
Chairman's Allowance	£ 100.00	£ -	0.00%
Councillors Travel/Subsistence	£ 200.00	£ -	0.00%
Parish Maintenance	£ 5,600.00	£ 11,992.67	214.15%
Parish Projects	£ -	£ 1,992.62	0.00%
Jubilee Playing Fields	£ 10,000.00	£ 9,872.63	98.73%
Drainage Ditch (transferred from reserves)		£ 3,000.00	
CIL (transferred from reserves)		£ 24,501.93	100.00%
Community Building (transferred from reserves)		£ 50,498.07	100.00%
Carlyon Parish Hall	£ 5,000.00	£ 3,781.99	75.64%
Public Works Loan		£ 75,000.00	
PWL Repayments	£ 5,500.00	£ 2,957.65	53.78%
Elections (transferred from reserves)		£ 557.08	
Total VAT	£ 4,000.00	£ 5,327.52	133.19%
Total Other Expenses	£ 30,400.00	£ 189,482.16	623.30%
Total Expenditure	£ 53,600.00	£ 211,395.28	394.39%

**Maintenance Expenditure
Handyman**

(Salary and resources) £ 4,693.83 Budget allocated - £4,000

INCOME	Budget	Received	% of Budget
Precept	£ 45,300.00	£ 45,300.00	100.00%
VAT	£ 4,000.00	£ 2,553.67	63.84%
CIL	£ -	£ 3,376.97	0.00%
Hall Rental	£ 2,600.00	£ 457.00	17.58%
Other Income	£ 1,200.00	£ 4,654.08	387.84%

PWL Board			£	74,973.75	
Interest	£	1,500.00	£	4,634.24	308.95%
Transfers from Reserve Funds Held	£	3,000.00			

Total Income	£	57,600.00	£	135,949.71	236.02%
---------------------	----------	------------------	----------	-------------------	----------------

CURRENT FUNDS HELD

At 31/03/2026

Current Account	£	27,812.10
Instant Access	£	30,731.56
CCLA	£	50,000.00
Total Current Funds	£	108,543.66

EARMARKED RESERVES

At 31/03/2026

Community building	£	-	Original budget £50,498.07
Community building (CIL Funds)	£	-	Original budget £2,4501.93
Election Fund	£	3,542.92	Original budget £4,100
West Crinnis Field (PROW)	£	6,500.00	
Tregrehan Flood Alleviation	£	7,500.00	
Drainage Ditch Jubilee Fields	£	2,000.00	Original budget £3,000
Property Contingency	£	21,040.00	
Maintenance Contingency	£	12,748.65	
General Contingency	£	42,784.35	

Total EMR Remaining	£	96,115.92
----------------------------	----------	------------------

BANK RECONCILIATION

Balance b/fwd 31/03/2025	£	183,989.23
Income	£	135,949.71
	£	319,938.94
Expenditure	£	211,395.28
	£	108,543.66

**TOTAL FUNDS HELD @
31/03/2026**

£ 108,543.66

Agenda Item 14 – Correspondence Received

- Cornwall Council's Town and Parish Council newsletter