

MINUTES of a MEETING OF CARLYON PARISH COUNCIL held on TUESDAY 19th September 2017 in CHARLESTOWN PRIMARY SCHOOL at 6.00 pm

Present: Cllrs Fran Taylor (Chairman), Graham Entwistle, Ann Taylor, Paul Trudgian, Mike Thompson

In attendance: Cllr Tom French CC, Julie Larter (Clerk), 8 members of the public

(17/066) Apologies for Absence

Apologies were received from Cllr Alan Moore.

(17/067) Minutes of a meeting of the Parish Council held on 18th July 2017

It was **RESOLVED** that the minutes of the meeting held on 18th July 2017 be signed as an accurate record of the meeting.

(17/068) Declarations of Interest on Items on the Agenda

There were no declarations of interest.

(17/069) Chairman's Announcements

The Chairman did not have any announcements to make.

(17/070) Public Participation

Mr Browning said that the Inspector now had all the relevant documentation regarding the footpath and would be visiting the site this week.

Mr Malcolm said that the overhanging branch on the oak tree at the junction of Sea Road and Beach Road had been cut off.

Ms Aylward said that the Golf Club car park lights had been left on all night on a number of occasions as previously reported, although they had been turned off last night. She will monitor the situation.

(17/071) Cornwall Councillor's Report

Cllr French reported that he has spoken to Tony Goodman and because of the wet weather all the planned activities were rained off. The toilets on the beach will be removed next week. Mr Goodman is hoping to carry out activities again next year and will contact the Parish Council.

Cllr French reported that the loan of bollards to Wheal Regent and Carlyon Court had proved successful and suggested possible double yellow lines for next year.

Cllr French said that he has helped a resident in Edinburgh Close who was affected by flooding caused by a problem with the drains – Cormac resolved the issue.

Cllr French has emailed Highways about 2 blocked drains in Gloucester Avenue.

(17/072) Devon and Cornwall Police Report

No report was available.

(17/073) Planning Applications and Related Matters

(a)

(i) PA17/07580 – 45 Chatsworth Way: Proposed enlarged porch with sunroom and enlarged rear dormer

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.

(ii) 14 Crinnis Wood Avenue: Extensions and general alterations

It was **RESOLVED** that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the Parish Council objects to the proposal in its current form and hopes that a compromise can be reached between the applicant and his neighbour. The Parish Council would welcome the chance to comment on an amended design.

(iii) PA17/07937 – Land at Holmbush Road: Non-material amendment to amend drawings approved under condition 12 (tree protection) in respect of decision APP/D0840/A/14/2223630 (Outline application for mixed use development to include up to 190 residential units, employment floorspace (B1 (a), (b) and (c) up to 600m² (GFA) and family restaurant/public house (A4) up to 650m². Creation of vehicular access arrangements, internal road layout, car parking, open space, landscaping, services and infrastructure and all other associated development. All matters reserved for further consideration except access)

It was **RESOLVED** that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the Parish Council feels unable to comment at the present time pending clarification from the Planning Officer whether this is a non-material amendment.

(iv) PA17/07949 – Land at Holmbush Road: Application to modify or discharge a planning obligation dated 16 April 2015 in relation to PA13/09195

It was **RESOLVED** that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the Council strongly objects to the proposal to reduce the amount of affordable homes within the scheme. It also objects to the proposal to split the tenure mix to 50:50%.

(v) PA17/07933 – Land at Holmbush Road: Application for Reserved Matters following approval at Appeal of Outline Planning No PA13/09195 – APP/D0840/A/14/2223630 for mixed use development to include 189 residential units, employment floor space (B1 a and b), family restaurant/public house (a4), creation of vehicular access arrangement and internal road layout, car parking, open space, landscaping, services and infrastructure and all associated development (the reserved matters for which approval is being sought is appearance, landscaping, layout and scale)

It was **RESOLVED** that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the Parish Council feels it is essential that there is sufficient screening between existing housing (Porthmeor Road) and the new estate to create a buffer and protect the privacy and amenity of existing residents. It seeks reassurance from the Planning Officer that the plans submitted provide for this.

(vi) PA17/08106 – 1 Meadowside, Tregrehan Mills: Part two storey (front) and part single storey (front and rear) extensions with internal alterations and ancillary external works to suit

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.

(vii) PA17/07594 – 27 Edinburgh Close: Proposed single storey flat roofed kitchen/shower room
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.**

(b) Cornwall Football Golf

This matter was deferred to next month's meeting.

(17/074) Neighbourhood Plan

Cllr Entwistle reported that the results of the questionnaire have now been analysed by Cllr Trudgian and the next task was a character assessment and to formulate a more detailed plan. Key points raised by residents were Cypress Avenue traffic calming measures, the condition and maintenance of roads in the parish and Beach Road shops. Cllr Entwistle thanked Mr Malcom, Ms Aylward, Cllr Trudgian and the Chairman for their work on the questionnaire and brochure.

(17/075) Parish Council Policies

It was **RESOLVED to adopt changes to Standing Orders and Financial Regulations as outlined in the draft policies previously circulated.** The following policies were reviewed without amendment: Financial Regulations, Code of Conduct, Broadcasting and Social Media Policy, Media and Publicity Policy, Code of Practice for Handling Complaints, Data Protection Policy, Disciplinary Procedure, Grievance Procedure, Equal Opportunities Policy, Information Available Under the Model Publication Scheme, Risk Management Policy Statement, Risk Management Strategy.

(17/076) Tregrehan Playing Fields

The Clerk has complained to Cormac about the lack of grass cutting in the playground field over the summer. She is having ongoing correspondence with Cormac.

The Clerk reported that when the recreation field was cut over the summer more of the matting was chopped up. She is chasing Cormac.

(17/077) Tregrehan Defibrillator

The Clerk reported that she has received the grant money from the National Lottery. The unit is in the process of being fabricated but the problem at the moment is the need for a WiFi connection. 2 residents have been approached but they were unwilling to allow the unit to share their connection. It may be necessary to pay a monthly subscription for a dongle. Cllr Entwistle offered to speak to the electrician.

The Clerk updated members on the defibrillator in Beach Road. She has received an invoice from AED Locator, the current monitoring company for the annual service charge but has not yet paid it as Duchy Defibrillators who are providing the Tregrehan Unit have offered to take the unit over at a considerably reduced fee. Members were cautious about this and asked the Clerk to ascertain how many units they have installed and ask for a meeting with Norman Trebilcock to discuss.

(17/078) Carlyon Recreation Field

Cllr Ann Taylor thanked Mr Malcolm for undertaking field safety checks over the summer. Cllr Taylor felt that proper hedging was needed by the main gate and the brambles need cutting back.

The Clerk reported that she has received a request from a resident for permission to reduce the height of the hedge. The Clerk declined his request and has asked the contractor to do this.

The Clerk said that over the summer she has received 2 requests for memorial benches. She has explained that the Parish Council do not wish to have any more benches in the field but identified that there are 2 benches on the South West Coast Path behind Crinnis Beach that could do with refurbishment. The Clerk has spoken to Cornwall Council but as the benches are on land owned by the Golf Club, she has contacted their agent for permission and awaits a response.

(17/079) Beach Development

There have been further issues regarding access for dogs to the beach. Jacky Swain has confirmed that there is a dog ban in force over the summer.

There have also been complaints about litter. The Clerk was asked to ascertain the criteria for cleaning the beach as opposed to emptying the bins.

(17/080) Highways Matters

(i) Parking issues

The Chairman and Clerk met the Highways Officer on 11 September to discuss overspill parking from the beach. The cones at the entrance to Wheal Regent had worked well and they have been returned to the Clerk. At the meeting a discussion took place about the possibility of double yellow lines at the entrance to Wheal Regent. A Traffic Regulation Order would be required for this costing a minimum of £5,000. The St Austell and Mevagissey Community Network Panel is considering commissioning a network wide Order and Wheal Regent could be included in that if residents are agreeable. A resident from Fairway complained about parking. The Highways Officer confirmed that this was a Police matter as the road is access only. Mr Browning offered to forward a copy of the Order to the Council. The Clerk was asked to write to the resident explaining that he should address complaints to the Police using 101 or email. Parking on the oak tree triangle is a concern and the Clerk was asked to write to the Hotel's agent asking them to take steps to prevent it.

(ii) Cypress Avenue

Concern about safety on Cypress Avenue had been expressed in the Neighbourhood Plan Questionnaire. The Clerk was asked to request a meeting with the Highways Officer and the matter is to be a standing agenda item.

(iii) Charlestown School Parking

With school numbers increasing at the start of the new term, parking has become a bigger issue. The Clerk received a complaint from a resident which she passed on to the school and to the school's credit they sent a letter to parents the same day requesting that parents park considerately. The Clerk is to ask Cllr French if there is an update on the proposal to remove the school hedge.

(iv) Tregrehan Stream Railings

A resident witnessed a Western Power van damage the railings. The Clerk passed this on to Cormac and Western Power also notified Cormac of the incident. The railings have been added to Cormac's work schedule and Western Power will be invoiced for the work.

(v) Pothole at the end of Chapel Lane

The Clerk has reported this to Cormac.

(17/081) Financial Matters

(a) Annual Audit

It was noted that the Annual Audit has now been completed and the relevant documentation is on the website.

(b) Transparency Fund

It was noted that the Councils application has been successful.

(c) On-Line Banking

The Clerk explained that she has explored on-line banking with Nat West but their system doesn't appear to be compatible with the Council's Financial Regulations. Unity Bank's system is and many councils use them. The Clerk provided a handout explaining Unity Bank's services. It was **RESOLVED that the Parish Council would transfer its bank accounts to Unity Bank.** This will incur a charge of £6.00 per month

(d) Current balances were noted and the following payments were authorised:

<u>Automated Payments</u>			£
SO	Cornwall Pension Fund	EE and ER contributions	*
<u>Cheques</u>			
000436	R Malcolm	Reimbursement for posters for NP	33.00
000437	AED Locator (UK) Ltd	Annual monitoring charge	378.00
000438	Lyreco	Stationery	11.42
000439	St Austell Bay PC	Photocopy charges April – July	9.36
000440	Mrs J Larter	August salary	*
		Postage 15/06 – 08/08	12.94
000441	Cornwall ALC	Chairmanship training	36
000442	Information Commissioner	Renewal of registration fee	*
000443	R Malcolm	Reimbursement for NP draw	50.00
000444	Cormac Solutions	Parish entry signs	432.00
000445	Complete Business Solutions	Stationery	95.94
000446	Grant Thornton	Annual Audit Fee	120.00
000447	Cornwall ALC	Replacement for chq 000441	36.00
000448	Tregrehan Methodist Church	Hall rental	60.00
000449	Mrs J Larter	September salary	*
		Mileage	52.65
000450	HMRC	PAYE collected	*

*Publication of salary payments is excluded under the Data Protection Act

Note cheque 000437 has not yet been sent

The Clerk asked Councillors to consider next year's budget requirements for discussion at the next meeting.

(17/082) Correspondence Received

A list of correspondence had previously been circulated. In addition, the following had been received since publication of the agenda

- Details of Cornwall Council's Get Online Week 2 – 8 October
- Email from Cornwall AONB Unit with their latest news
- Invitation to attend Cornwall Rural Housing Association's Annual Review

(17/083) Meetings/Training Attended

24 July – The Chairman, Cllrs Ann Taylor, Paul Trudgian and the Clerk attended a site meeting at Cornwall Football Golf

9 August – Cllr Thomson attended Cornwall Council’s planning training

5 September – Clerk attended the SLCC Cornwall branch meeting

11 September – The Chairman and Clerk attended a site meeting regarding planning application PA17/07854

13 September – Cllrs Paul Trudgian, Graham Entwistle, and Mike Thompson attended the Neighbourhood Planning Steering Group

14 September – Cllr Thompson and the Clerk attended Cornwall Council’s Visioning Event

14 September – Cllr Thomson and the Clerk attended the St Austell and Mevagissey Community Network Panel meeting. The Clerk explained that Community Speed Watch groups are being set up in the Network. The Clerk was asked to put up posters on the noticeboards. The Clerk also reported that Cornwall Council is considering ways of strengthening and empowering Community Networks

19 September – Cllr Thompson attended Situ8’s Neighbourhood Plan drop ion

(17/084) Dates for the Diary

4 October – Neighbourhood Plan Steering Group – 6.00pm in Tregrehan Methodist Centre

14 October – CALC Annual Conference - Truro

(17/085) Dates of Forthcoming Meetings

(C) – *Charlestown Primary School*, (T) – *Tregrehan Methodist Centre* - 17 October (T), 21

November (C), 19 December (T)

The meeting closed at 7.52 pm

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Chairman

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Date