

MINUTES of THE ANNUAL MEETING OF CARLYON PARISH COUNCIL held on TUESDAY 21 May 2019 in Charlestown Primary School at 6.00pm

Present: Cllrs Mike Thompson, Graham Entwistle, Alan Moore, Ann Taylor

In attendance: Cllr Tom French, CC: Julie Larter (Clerk), 2 representatives from Kneehigh Theatre, 7 members of the public.

(19/001) Election of a Chairman

It was **RESOLVED** that **Cllr Alan Moore be elected as Chairman.**

(19/002) Declaration of Acceptance of Office

Cllr Moore duly signed the Declaration of Acceptance of Office.

(19/003) Election of a Vice Chairman

It was **RESOLVED** that **Cllr Graham Entwistle be elected as Vice Chairman.**

(19/004) Apologies for Absence

Apologies were received from Cllr Paul Trudgian.

(19/005) Minutes of a Meeting of a Parish Council held on 16 April 2019

It was **RESOLVED** that **the minutes of a meeting of the Parish Council held on 16 April 2019 be signed as an accurate record of the meeting.**

(19/006) Declarations of Interest on Items on the Agenda

There were no declarations of interest, gifts or hospitality.

(19/007) Chairman's Announcements

The Chairman thanked councillors for their nomination and support.

(19/008) Public Participation

A member of the public stated that there was Japanese Knotweed present in the area opposite the Porth Avallen Hotel. The Clerk will inform the Carlyon Bay Hotel. The Clerk was asked to inform the Countryside Officer also so that he is aware of the problem when work to the surface of the South West Coast Path is undertaken later in the year.

A member of the public said that the verge in Beach Road has been cut but the newly adopted sections of grass by the Carlyon Bay Hotel, in front of 93 Sea Road and near the golf club entrance have been missed. A member of the public has spoken to the Carlyon Bay Hotel's gardener who said that if Cornwall Council seed the verge by the entrance to the golf club, he will be happy to maintain it.

A member of the public raised concerns that since the traffic lights on Cypress Avenue have been moved there is confusion about where cars should stop as the old stop lines are still visible. Also some shrubbery is obstructing one of the lights. The Clerk will report the matter to Cormac.

A member of the public spoke about the parish council's attempt to get the beach at Carlyon Bay re-listed on Cornwall Council's list of Assets of Community Value. In his opinion Cornwall Council should not use the fact that part of the beach has planning permission as an excuse not to re-register the land.

(19/009) Cornwall Councillor's Report

Cllr French said that a resident has complained to him about the lack of a pavement on the triangle of land at the Sea Road/Beach Road junction.

Cllr French also announced that Cllr Julian German was elected today as the Leader of Cornwall Council.

(19/010) Planning Applications and Related Matters

(a)

(i) PA19/02028 – 49 Sea Road: Proposed loft conversion and balcony (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.**

(ii) PA19/03815 – 30 Fairway: Proposed side and rear flat roof extension and addition of cladding to first floor

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) PA19/03521 – Cherrytree Cottage, 2 Riverside Tregrehan Mills: Construction of wood shed for storage of logs and garden tools

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) PA19/03878 – Land at Crinnis Beach: Variation of Conditions 1 and 3 of decision PA18/02795 dated 24/05/2018 relating to use of the site for "pop-up" leisure and tourism uses on Crinnis Beach for a temporary period with associated works. Permission is sought for a range of uses within Use Classes A3/A4/A5/D2 as well as a pop-up theatre and water sports activities (sui Generis)

It was **RESOLVED that the Clerk should respond to the Planning Authority (Cornwall Council) stating that the parish council supports the application.**

(b) The current situation regarding the following application was noted:

PA18/07915 – 4 Boscundle Close: Proposed demolition of dwelling and erection of 4 residential apartments and associated works

The planning officer is awaiting the outcome of a bat survey.

(c) Licensing Application LI19_002653 - Carlyon Beach

Charlotte Bond from the Kneehigh Theatre outlined the proposal. The company wish to operate for a period of 7 weeks over the summer. The license applied for will be for 6 days in any week, with shows starting at 7.30pm with the exception of the Dancing Frog puppet show which is a daytime show. All evening shows will finish at 10.00pm and the site will be cleared by 10.30pm. The alcohol license applied for is to supply a limited amount of alcohol from the company's own bar. Ms Bond explained that during the daytime CEG will manage the car park. If the car park is full during the daytime when the Dancing Frog performance is scheduled, parking will be permitted on the beach. Stewards from Kneehigh will supervise traffic movements on the road leading to the beach. As a contingency measure, the Carlyon Bay Hotel has agreed that the golf club car park can be used as an overflow car park in the evening.

If parking becomes an issue Ms Bond said she will look into providing alternative off-site parking and will lay on mini-buses to transport the audience.

It was **RESOLVED that the Clerk should contact the Licensing Officer stating that the parish council supports the licensing application.**

(19/011) Neighbourhood Plan

Cllr Entwistle reported that there will be a public consultation event in September – the date is yet to be confirmed.

(19/012) Community Governance Review

The Clerk reported that St Austell Town Council has arranged a public meeting on 24 June and she said it was important that the parish council was represented at the meeting. It was

RESOLVED that the reasons for wishing to retain Gwallon Keas are

(i) The development will provide the only affordable housing in the parish

(ii) The development will further justify being able to afford to obtain a community building for the parish

(iii) Residents will pay a considerably lower precept if the development remains in Carlyon Parish.

Members will check their availability to attend the meeting in order that the parish council is represented.

(19/013) Cornwall Council's Register of Assets of Community Value

(i) Carlyon Beach

The Clerk reported that she has had a meeting with David Read, the officer in Cornwall Council responsible for co-ordinating entries on the register. She explained that applications are considered by a panel comprising of a representative from Legal Services, a representative from the planning department and Mr Read. Mr Read explained that the criteria for listing has not changed but the interpretation of the law has. When the beach was first listed, the legislation was relatively new and Cornwall Council has learned along the way. Mr Read explained that Cornwall Council wanted the application for listing to be for separate areas of the beach as there could be problems in the future if the owners only sell part of the beach. The Clerk was asked to write to Cornwall Council and enquire which clause of the legislation they are referring to when asking this question.

(ii) Sea Road Recreation Field

The Clerk explained that the parish council's application for listing had been refused again. The reason given was "*There does not seem to be much use of the whole field, other than it is open to the public to use if they wish. The evidence does not support the criteria for listing*". At the meeting with Mr Read it transpired that Cornwall Council requires evidence of recent use, ie the past 2 years. The Clerk asked councillors and members of the working party to gather evidence of use by recording the number of people in the field at a particular time and asking members of the public using the field how often they visit it. The Clerk explained that only 3 attempts to list an asset are allowed by Cornwall Council and it was decided to defer a further application until sufficient evidence has been gathered.

(19/014) Parish Councillor Vacancies

The Clerk reported that she has put advertisements in the St Austell Voice, on the council's website and noticeboards as well as in Charlestown Primary School's newsletter.

(19/015) Tregrehan Playing Fields

(i) Improvements to the field entrance

The Clerk reported that she is still waiting for a start date for the work. She also reported that the decorator who had agreed to paint the swings no longer wished to do so. The Chairman said that he would see if the Lions would be prepared to carry out the work.

(ii) There were no other concerns

(19/016) Carlyon Recreation Field

(i) It was **RESOLVED to appoint Juliet Aylward, Robin Malcolm, Ken Stark and Cllr Ann Taylor to the working party.** The Clerk asked members of the working party if they could evidence usage of the field to support the application to register the field on Cornwall Council's List of Assets of Community Value.

(ii) The Clerk reported that she has had to replace the padlocks on the bollards.

(19/017) Beach Development

There was nothing to report.

(19/018) Highways Matters

(i) Village Gateways

The Clerk reported that Cllr Trudgian has been in communication with the Highways Officer and is waiting for a quote.

(ii) Other Highways Concerns

The Clerk reported that the yellow lining schemes for Wheal Regent and Fairway are programmed in for October, but she has asked if they can be done in time for the summer. She also reported that schemes have been agreed to improve signage on the access from Campdowns Cemetery and additional waiting restrictions outside Charlestown School. The Clerk said that a request for speed reduction measures in Tregrehan requires further investigation. Speed monitoring was carried out in March recording average speeds of 24.9 MPH. The Highways Officer said that as the village already has traffic build outs and traffic calming measures it is unlikely that anything else can be implemented. Speed monitoring will be carried out on Cypress Avenue and the request for a footpath on Par Moor Road was deemed beyond the scope of the scheme.

The Chairman reported that between the Britannia Roundabout and the first turning into the market car park, there is a dip in the path which fills with mud when it rains. The Clerk will report the matter to Highways.

(19/019) Financial Matters

(i) Report from the Internal Auditor

The report from the Internal Auditor was noted.

(ii) Annual Governance Statement

It was **RESOLVED to agree the Annual Governance Statement.**

(iii) Accounting Statements

It was **RESOLVED to agree the Accounting Statements for 2018/19.**

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

BACS	Mrs L Coles	Internal Audit fee	£217.64
BACS	Vision ICT	Annual hosted email account fee	£108.00
BACS	Mrs J Larter	Salary	*
BACS	Mrs J Larter	Expenses	£144.00
BACS	Cornwall Pension Fund	EE and ER contributions	*

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

(iv) Clean Cornwall’s High Street Clean Up Grant

The Clerk explained that details of this grant were made available after the last meeting but applications had to be submitted by 6 May. Through circulation of emails it was decided to apply for a grant of £354 to purchase litter picking equipment for use by the community. It was **RESOLVED to ratify this decision.**

(19/020) Correspondence Received

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

- Details of Eden’s Big Lunch
- Notification from Cornwall Council that they are reviewing their Homeless Strategy
- Cornwall AONB newsletter

(19/021) Meetings/Training Attended

- 24 April – The Clerk attended an SLCC branch meeting
- 7 May – Neighbourhood Plan Steering Group meeting
- 8 May – The Clerk met David Read from Cornwall Council regarding listing assets of community value
- 9 May – Cllr Taylor and the Clerk attended the St Austell and Mevagissey Community Network Panel meeting
- 9 May – The Clerk attended Cormac’s Highways Engagement event

(19/022) Dates for the Diary

- 11 June – Neighbourhood Plan Steering Group
- 24 June – St Austell Town Council’s public meeting regarding the Community Governance Review

(19/023) Dates of Forthcoming Meetings (C) – *Charlestown Primary School*, (T) – *Tregrehan Methodist Centre*, 18 June, (T), 16 July (C), 20 August (T) - only if required, 17 September (C), 15 October (T), 19 November (C), 17 December (T)

The meeting closed at 7.03 pm

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Chairman

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Date