

# St Austell Town Council




Dear Councillor

You are summoned to attend the **Remote Meeting** of **St Austell Town Council** to be held on **Monday 12<sup>th</sup> April 2021** at **6pm**.

Any member of the public wishing to attend this meeting, should obtain a password from the Clerk by no later than **12pm on Monday 12<sup>th</sup> April 2021**.

For security reasons, no person will be admitted to the meeting without prior notification to the Clerk that they wish to attend.



***\*\*This remote meeting will be held using Zoom\*\****

David Pooley  
**Town Clerk**

6<sup>th</sup> April 2021

Tel            01726 829859  
e-mail:       [david.pooley@staustell-tc.gov.uk](mailto:david.pooley@staustell-tc.gov.uk)  
Website:     [www.staustell-tc.gov.uk](http://www.staustell-tc.gov.uk)

## **AGENDA**

### **1. Apologies for absence**

### **2. Declarations of Interest**

(Purpose: To receive declarations of disclosable pecuniary and other non-registerable interests in respect of items on the agenda).

### **3. Dispensations**

(Purpose: To receive requests for dispensations under the Code of Conduct).

#### **4. Minutes from Meeting dated 22<sup>nd</sup> March 2021**

**Pages  
1 to 6**

(Purpose: To agree that the minutes of the above meeting be signed as a correct record).

#### **5. Matters to Note**

A verbal update from the Town Clerk on the actions taken since the last meeting.

#### **6. Mayor's announcements**

(Purpose: To receive an update from the Mayor on his engagements and any other civic matters).

#### **7. Public Participation**

(Purpose: To invite members of the public to address the meeting in relation to the business to be carried out at the meeting).

#### **8. Pivotal Homes - Pre-Application 20 Clarence Road, St Austell, PL25 5NL**

(Purpose: To receive a presentation from Pivotal Homes on proposals for the development of 20 Clarence Road, St Austell).

#### **9. St Austell Revitalisation Partnership**

(Purpose: To consider and approve a draft Bid for funds from Cornwall Council). (To follow).

#### **10. Town Council Meetings**

**Pages  
7 to 14**

(Purpose: To advise Members of Government guidance on the holding of meetings and to explore with Members how they wish to proceed after the 7<sup>th</sup> May 2021, when the current regulations permitting virtual meetings cease to apply). (Report attached).

#### **11. Planning Applications**

The Town Council has been consulted on the planning applications listed below. The Committee is asked to consider the applications and agree a response to the Planning Authority (Cornwall Council).

The applications and their plans can be viewed on the Online Planning Register at [www.cornwall.gov.uk](http://www.cornwall.gov.uk).

- i. **PA21/01006:** Car Park Sedgemoor Centre Priory Road St Austell. Proposed 60 Bed Hotel with associated car parking and servicing. **Ward: Gover.**

Link: <https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QNWR9CFGL8T00>

- ii. **PA21/01438:** 34 Growan Road St Austell Cornwall PL25 3JP. Works to a tree subject to a TPO to trim overhanging branches of Oak (T5). **Ward: Bethel.**

Link: <https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QODJJOFGL0W00>

- iii. **PA21/01559:** 1 Cannis Road St Austell PL25 4EB. Removal of existing detached garage to create new side extension incorporating integral garage and additional room. **Ward: Poltair.**

Link: <https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QOKLJHFGIA200>

- iv. **PA21/01847:** 96 Eastbourne Road St Austell PL25 4ST. Proposed extension and conversion of attached kitchen/dining room and garage to provide a living/kitchen/dining room and replacement of flat roof with pitched roof. **Ward: Mount Charles.**

Link: <https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QOXMZNFGIKF00>

- v. **PA21/01950:** 31 And 33 Dennison Avenue St Austell PL25 3HD. Works to trees namely - Oak (G8), crown reduction, reduction of 25%, cut epicormic growth - Hawthorn (G8), reduction of 30% - Oak (T9), crown reduction - subject to a Tree Preservation Order(TPO) applicant is the owner of G8 trees. Neighbour is the owner of T9 tree. **Ward: St Austell Bay.**

Link: <https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QP0VL5FGKPI00>

- vi. **PA21/02028:** 21 Porthmeor Road St Austell PL25 3LT. Non-material amendment to PA20/09124 to change roof tiles to Brazilian slate graphite and amendment to dormer on north elevation. **Ward: St Austell Bay.**

Link: <https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QP2Q8VFGLZ500>

- vii. **PA21/02282:** 52 Retallick Meadows St Austell Cornwall PL25 3BY. Proposed integral garage conversion to form a study. **Ward: Bethel.**

Link: <https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QPDZLPFG0GE00>

- viii. **PA21/02380:** 52 Tregonissey Road St Austell PL25 4DH. Reserved Matters application following Outline approval PA20/06386 dated 27<sup>th</sup> October 2020 (appearance, landscaping, layout and scale). **Ward: Poltair.**

Link: <https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QPHUPUFGGIK00>

- ix. **PA21/02467:** Land Adjacent To A390 Holmbush Road. Non Material Amendment in respect of PA17/07933, to alter the Natural Stone product specified to the type previously approved under PA19/07587 for plots 1,4,35,85,86,97,98,100,101,103,104,114,123,124,125,126,132,153,158,168,173,174,175,176,177,178,179,180,181,190. **Parish: Carlyon.**

Link: <https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QPNSOKFGKCS00>

- x. **PA21/02543:** 104 Holmbush Road St Austell PL25 3LP. Outline application for up to two dwellings and formation of parking including two existing cottages. **Ward: St Austell Bay.**

Link: <https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QPQSWRFGM8D00>

- xi. **PA21/02597:** 8 Cromwell Road St Austell PL25 4PS. Proposed two storey extension, covered parking area and garage. **Ward: Mount Charles.**

Link: <https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QPSNK7FGMUE00>

- xii. **PA21/02844:** Land Adjacent To A390 Holmbush Road St Austell. Non Material Amendment in respect of PA18/10255 to adjust the as built position change of plot 9 and proximity to existing boundary. **Parish: Carlyon.**

Link: <https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QQ4DX6FGKSG00>

## **12. Premises Licence Applications**

*None.*

## **13. Planning Decisions**

**Pages  
15 to 16**

(Purpose: To note receipt of decisions by the Planning Authority. The decision notices, which explain the full reasons and conditions, are available for inspection in the same way as the planning applications). (Report enclosed).

## **14. Cornwall Council – Urgent Delegated Planning Decisions**

(Purpose: To receive an update on the Cornwall Council urgent delegated planning decisions). (Verbal update).

## **15. Appeal Decision - PA20/03743 Land at Holmbush Road, St Austell PL25 3HQ**

**Pages  
17 to 22**

(Purpose: To note correspondence from Cornwall Council in respect of the above appeal decision). (Correspondence attached).

## **16. Schedule of Payments**

**Pages  
23 to 24**

(Purpose: To receive a schedule of payments from 13<sup>th</sup> March 2021 to 6<sup>th</sup> April 2021) (Attached).

## **19. Finance and General Purposes Committee**

(Purpose: To note the minutes of the meeting dated 6<sup>th</sup> April 2021). (To follow).

## **20. Community Committee**

**Pages  
25 to 30**

(Purpose: To note the minutes of the meeting dated 29<sup>th</sup> March 2021). (Attached).

## **21. Dates of Meetings**

(Purpose: To confirm the dates of the forthcoming Town Council Meetings: 19<sup>th</sup> April 2021 (Annual Parish Meeting), 17<sup>th</sup> May 2021 (Annual Town Council Meeting)).

**MINUTES of the MEETING of ST AUSTELL TOWN COUNCIL held on MONDAY 22<sup>nd</sup> MARCH 2021 (Remote Meeting) at 6pm.**

**Present:** Councillors: Bishop, Brown, Bull, Cohen, Colwill, French, Hanlon, Heyward, Lanxon, Leonard, Oxenham, Palmer, Pearce, Pears, Rees, Styles (Chair), Thompson and Walker.

**In attendance:** David Pooley (Town Clerk), Sara Gwilliams (Deputy Town Clerk) and Steve Skinner (Operations Manager).

**C/19/287) Apologies for Absence**

Apologies were received from Councillor Jones.

**C/19/288) Declarations of interests and gifts or hospitality received**

None.

**C/19/289) Dispensations**

There were no requests for a dispensation.

**C/19/290) Minutes of Meeting held on 1<sup>st</sup> February 2021**

It was **RESOLVED** that the minutes of the meeting held on the 1<sup>st</sup> February 2021 be approved and signed as a correct record.

**C/19/291) Matters to Note**

The Clerk advised that he had nothing to add.

**C/19/292) Mayor's announcements**

The Mayor took the opportunity to thank Councillors for the past 2 years and for embracing Zoom technology so well. He thanked all the Town Council's staff for their hard work and wished the Councillors who are standing again well in the forthcoming elections.

**C/19/293) Public Participation**

Climate Action St Austell (CASA) representatives, Mrs Earl and Mrs McLaren advised that they are still working hard trying to raise public awareness with regard to the climate emergency and are exploring the possibility of implementing a Forest for St Austell. They expressed their support for the reinstatement of the Climate and Environment Committee but felt strongly that it should meet monthly rather than on an ad hoc arrangement. They recognised the Town Council's limited resources and offered their support to the Operations Manager for projects such as tree planting. The work of Pentewan Valley Parish Council and Mevagissey Parish Council were cited as good examples of tackling the climate emergency.

Mr Hamilton thanked the Council for allowing him to attend the meeting and that he was in attendance in an observational capacity with a view to becoming a Councillor and taking part in the future.



## **C/19/294) Members' questions**

None.

## **C/19/295) St Austell Revitalisation Partnership**

The Clerk thanked Mark Ellis and Helen Nicholson for co-ordinating the drafting of the report and for their attendance at the meeting. He outlined the background to the partnership, the funding available and the fantastic opportunity for the Town Council to feed in to a process to shape the future of the town centre. He acknowledged concerns with regard to private/public partnerships and the promises of revitalisation in the past that had not come to fruition but expressed a view that doing nothing is not an option as this opportunity to revitalise the town centre will not come along again.

The Clerk advised that a number of towns have already submitted funding bids to Cornwall Council and that although the partnership will work up the bid, the rules dictate that the bid has to be approved and submitted by the Town Council. He stressed that only towns with "ready to go" projects stand a chance of larger Government funding and that it is important to proceed with this first stage of bidding for funds from Cornwall Council to allow feasibility studies to proceed to identify and develop realistic projects.

During discussion, Members raised the following issues/concerns:

- The lack of accessibility expertise on the partnership
- A desire for the meetings and minutes to be made public
- The connection between SABEF and the partnership
- The need for trust and positivity to enable the partnership to succeed
- The need to review the representation of the Town Council post May elections
- Some suggested minor amendments to the words in the report.

It was **RESOLVED** that:

- (i) On the bottom of page 1, the last paragraph should read "The group is called "St Austell Revitalization Partnership", hereafter referred to as "The Partnership", and **one of** its roles is to develop St Austell Town Council's application for funding;
- (ii) On page 3, paragraph 3 it should read "Review previous work undertaken to collate into a single strategy and master plan for the town centre which aligns with the current **and anticipated** needs and demands."

It was **FURTHER RESOLVED** that subject to the above amendments the Town Council:

- (i) Confirms that it is content for the Partnership to proceed with developing a detailed application for Town Centre Vitality Funding (TCRF) in line with the themes set out in the report;
- (ii) Agrees to receive a further report setting out details of the proposed application;
- (iii) Formally requests that the Partnership meetings be made public



### **C/19/296) Electronic Voting**

The Clerk advised that although there is uncertainty about the future of virtual meetings after 6<sup>th</sup> May 2021, it is expected that the Government will extend the legislation to permit their continuance. He expressed a view that the Town Council will be unable to operate face to face meetings safely for a while and that legislation permitting, the Annual Town Council meeting should be held virtually. He advised that in previous years, the election of the Mayor and Deputy Mayor has been carried out by secret ballot and that Zoom has an anonymous polling facility within it which would allow Members to elect the Mayor and Deputy Mayor in this way should they choose to do so, subject to a change in the Standing Orders to permit it.

During discussion, Members expressed support for a change to the Standing Orders to permit electronic voting by poll as an acceptable method of voting.

It was **RESOLVED** that:

- i. If legislation permits, the Town Council continues with virtual meetings for the time being;
- ii. Electronic voting by poll is clarified as an acceptable method of voting within the Town Council's Standing Orders subject to those not being able to use electronic polls being able to vote by roll call.

### **C/19/297) Climate and Environment Committee**

The Clerk advised that in order to assist the officers with workloads and recognising the environmental remit within the Terms of Reference for the Community Committee, the Climate and Environment Committee meetings were suspended in September 2020 for a period of time. He added that over recent months Members have made it clear that they would like the Climate and Environment Committee resurrected as soon as possible and suggested that in order to achieve, this within the resources available, 2 meetings could be pencilled in for the 2021/22 calendar year.

During discussion, Members made the following observations:

- Two meetings should be enough, particularly as environmental issues are considered on all Committee reports;
- The full Council and Community Committee can still consider environmental issues;
- The potential for quarterly meetings;
- The need for the new Council to decide how frequently they would like the Climate and Environment Committee meetings.

It was **RESOLVED** to:

- (i) Reinstate the Climate and Environment Committee with effect from the next civic year and at the first meeting of the Committee, Members to decide how frequently they wish to meet.

- (ii) Nominate a representative of the Council or Climate and Environment Committee to act as the Town Council's Climate Emergency champion and liaison for community groups.

*\*\* Councillor Oxenham abstained from voting on this item\*\**

### **C/19/298) Parks and Open Spaces Strategy**

The Clerk advised that at the recommendation of the Community Committee a public consultation through social media had taken place asking for views on the Town Council's draft Parks and Open Spaces Strategy. He advised that there had been little response to the consultation but, on the whole, the views that had been expressed were supportive which included those of Young People Cornwall who had made a short film for Members to view.

Members during discussion expressed their gratitude to Young People Cornwall for their film and made reference to the accessibility of the toilets at Poltair Café.

It was **RESOLVED** to formally adopt the Parks and Open Spaces Strategy.

### **C/19/299) Members appointed to outside bodies update reports**

Councillor Palmer advised that the Chairman of the BID, Richard Hurst had resigned and that his input and knowledge with regard to the town centre will be missed. He advised that the BID collection rate remains good, the number of vacant premises in the town centre are still low and that the summer planting is still going ahead, albeit slightly reduced.

Councillor Oxenham advised that SELAG are still looking for volunteers and outlined the commitment and knowledge needed for the role.

Councillor Lanxon made reference to the Safer Towns Survey which is due to close on the 29<sup>th</sup> March 2021. The Deputy Clerk advised that as far as she is aware, the survey is aimed at partner organisations and not individuals but that she would check and if appropriate, place the survey on Facebook.

Arising from a question, the Clerk confirmed that the CALC Larger Councils Group had not met for some time as the Chief Executive, Sarah Mason is heavily involved with the Covid19 recovery work at Cornwall Council. Ms Mason does however hold weekly briefing sessions with the Clerks from the Larger Councils to provide updates on the recovery work and share best practice.

### **C/19/300) Cornwall Councillor update reports**

Councillor Brown advised that he is working with the case officer on a planning application at Retallick Meadows and is supporting the disposal of a piece of land in St Austell by Cornwall Council for a private garden.

Councillor French advised that he was standing down as a Cornwall Councillor and that he had been appointed to a task and finish group for the Town Team.

Councillor Pears referred to his support for the National Day of Reflection on the 23<sup>rd</sup> March where ribbons will be tied to the trees at Holy Trinity Church.

Arising from a question, Councillor Brown confirmed that the Cornwall Councillor ASB briefing was the same briefing that was provided to the Town Council.

### **C/19/301) Schedule of Payments**

It was **RESOLVED** that the Schedule of Payments for the period from 26<sup>th</sup> January 2021 to 12<sup>th</sup> March 2021 totalling £108,025.53 be approved.

Arising from a question, the Clerk advised that the payment to Kent County Council related to a framework agreement for energy between Cornwall Council and Kent County Council that the Town Council had taken advantage of and that this was due to be reviewed in 2022.

*\*\*Councillor Oxenham left the meeting\*\**

### **C/19/302) Planning Committee**

It was **RESOLVED** to note the minutes of the Planning Committee Meetings held on 8<sup>th</sup> February 2021 and 8<sup>th</sup> March 2021.

### **C/19/303) Finance and General Purposes Committee**

The Clerk advised that the Finance and General Purposes Committee had considered the updated Risk Management Strategy and Strategic Risk Register in detail and subject to some minor amendments recommended its approval by full Council.

It was **RESOLVED** to:

- (i) Approve the Risk Management Strategy and Strategic Risk Register;
- (ii) Note the minutes of the Finance and General Purposes Committee Meeting held on 22<sup>nd</sup> February 2021.

*\*\*Councillor Thompson abstained from voting on this item\*\**

### **C/19/304) Community Committee**

It was **RESOLVED** to note the minutes of the Community Committee Meeting held on 1<sup>st</sup> March 2021.

### **C/19/305) Dates of Meetings**

It was noted that the date of the next meeting of the Council is Monday 17<sup>th</sup> May 2021. The Annual Parish Meeting is on Monday 19<sup>th</sup> April 2021.

The meeting closed at 7.45pm.



**ST AUSTELL TOWN COUNCIL**

**COUNCIL – 12<sup>th</sup> APRIL 2021**

**TOWN COUNCIL MEETINGS**

**1. PURPOSE OF REPORT**

To advise Members of Government guidance on the holding of meetings and to explore with Members how they wish to proceed after the 7<sup>th</sup> May 2021, when the current regulations permitting virtual meetings cease to apply.

**2. LEGAL AND RISK MANAGEMENT ISSUES**

The Town Council has to hold a minimum of three meetings per annum, including an annual meeting within 14 days of new Members taking office after an election. Councils were permitted to hold meetings virtually by temporary regulations introduced last year, but these regulations are due to expire on 7<sup>th</sup> May 2021. The Government has issued guidance which suggest that Council's should seek to reduce the number of meetings that they hold and find safe ways of holding any essential meetings. The guidance also suggests that local authorities should use the existing powers that they have to delegate decision making to the Head of Paid Service (Town Clerk) to minimise the number of meetings which need to be held.

The Town Council's existing meeting room at The Stable Block is too small for a full Council meeting while there is still a need for social distancing. It is also poorly ventilated and not ideal for meetings whilst the risk associated with Covid19 is still significant.

**3. RESOURCE ISSUES**

Enquiries have been made of Cornwall Council to ask if they would be prepared to make available the Council Chamber and Committee Room at the St Austell Information Centre (formerly One Stop Shop). If this is not available, then it would probably be necessary to hire a church building for meetings and there would be a cost associated with this.

#### **4. EQUALITIES ISSUES**

Premises identified need to be accessible and have a hearing loop facility and good Wifi.

#### **5. ENVIRONMENTAL ISSUES**

There are clear environmental benefits associated with virtual meetings. The return to face to face meetings will increase travel, but it may be possible to reduce the use of paper.

#### **6. RECOMMENDATIONS**

It is recommended that Members note the content of the Government's guidance and advise which of the following options they prefer in the short and medium term.

-----

#### **Background**

For the last 12 months, the Town Council and its Committees have met virtually using Zoom. The power to do this was provided by The Local Authorities and Police Crime Panels (Coronavirus) (Flexibility of Local Authorities and Police and Crime Panel Meetings) (England and Wales) Regulations 2020. These regulations permitted virtual meetings up to, and including, 7<sup>th</sup> May 2021. The Government's roadmap proposes that indoor meetings will be permitted from 17<sup>th</sup> May 2021, subject to Covid secure guidelines and capacity rules. The Town Council is required to hold an annual meeting within 21 days of an election or 14 days after Members take office. The Town Council's Annual Meeting is currently scheduled for 17<sup>th</sup> May 2021.

A letter received from Luke Hall MP, Minister of State for Regional Growth and Local Government is attached for information. This guidance acknowledges that it might be difficult to hold meetings during May and suggests a number of measures that local authorities can take to reduce the number of meetings required.

The Town Council's meeting room at the Stable Block is too small and poorly ventilated for safe meetings currently. Enquiries are being made of Cornwall Council to determine whether the Council Chamber and Committee Room at their offices in Penwinnick Road are available. If not, it may be necessary to rent a church building if one with suitable facilities can be found.

In any case, there may be some small expenditure for rental, cleaning and safety features such as hand sanitisers, security and signage.

### **Annual Council Meeting – 17<sup>th</sup> May 2021**

The Annual Council meeting must be held by law and could be held as follows:

- An outdoor location (weather permitting);
- Cornwall Council's Penwinnick Road meeting rooms (Council Chamber and Committee Room);
- A large church building or similar.

If Members have concerns about meeting face to face in an enclosed space, the agenda could be restricted to electing a Mayor, Deputy Mayor and approval of the Accounts. Most other matters could be deferred.

### **All meetings post 17<sup>th</sup> May 2021**

If Members are not comfortable meeting face to face, the following procedure could be approved:

- Temporarily delegate all day to day operational decisions (within budget) to the Town Clerk and emergency works (outside budget up to £20,000) in consultation with the Mayor and Deputy Mayor;
- Continue with virtual meetings, on an informal basis, to keep Members updated and discuss strategic issues and major operational matters and provide guidance to the Town Clerk on matters that may be contentious. (These meetings would not be formal meetings but could allow access to the public).

The disposal or acquisition of land, borrowing decisions, budget setting or matters outside of budget can only be considered by a formal meeting of the Town Council.

Members' views are sought.

DAVID POOLEY  
TOWN CLERK







Ministry of Housing,  
Communities &  
Local Government

Council Leaders  
Principal Councils in England

**Luke Hall MP**

*Minister of State for Regional Growth and Local  
Government*

**Ministry of Housing, Communities and Local  
Government**

Fry Building  
2 Marsham Street  
London  
SW1P 4DF

Tel: 0303 444 3440  
Email: [luke.hall@communities.gov.uk](mailto:luke.hall@communities.gov.uk)

[www.gov.uk/mhclg](http://www.gov.uk/mhclg)

25 March 2021

Dear Colleague,

### **LOCAL AUTHORITY MEETINGS**

It is just over a year to the day since the Prime Minister asked us all to stay at home, and local authorities across England have risen magnificently to the challenges of this period. There has been a dramatic shift in your day-to-day operations, alongside new difficulties and demands, and I commend the efforts of all councillors and officers in supporting your communities and ensuring vital business continues during these unprecedented times.

As you will be aware, The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 do not apply to meetings on or after 7 May 2021.

Extending the regulations to meetings beyond May 7 would require primary legislation. The Government has considered the case for legislation very carefully, including the significant impact it would have on the Government's legislative programme which is already under severe pressure in these unprecedented times. We are also mindful of the excellent progress that has been made on our vaccination programme and the announcement of the Government's roadmap for lifting Covid-19 restrictions. Given this context, the Government has concluded that it is not possible to bring forward emergency legislation on this issue at this time.

As outlined in the Government's Spring 2021 Covid-19 Response, our aim is for everyone aged 50 and over and people with underlying health conditions to have been offered a first dose of the Covid-19 vaccine by 15 April, and a second dose by mid-July. While local authorities have been able to hold meetings in person at any time during the pandemic with appropriate measures in place, the successful rollout of the vaccine and the reduction in cases of Covid-19 should result in a significant reduction in risk for local authority members meeting in person from May 7, as reflected in the Government's plan to ease Covid-19 restrictions over the coming months.

I recognise there may be concerns about holding face-to-face meetings. Ultimately it is for local authorities to apply the Covid-19 guidance to ensure meetings take place safely, but we have updated our guidance on the safe use of council buildings to highlight ways in which you can, if necessary, minimise the risk of face-to-face meetings, and we will work with

sector representative bodies to ensure that local authorities understand the guidance and are aware of the full range of options available to them.

You can find the updated guidance here: [www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-council-buildings/covid-19-guidance-for-the-safe-use-of-council-buildings](https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-council-buildings/covid-19-guidance-for-the-safe-use-of-council-buildings).

These options would include use of your existing powers to delegate decision making to key individuals such as the Head of Paid Service, as these could be used these to minimise the number of meetings you need to hold if deemed necessary. Additionally, some of you will be able to rely on single member decision making without the need for cabinet meetings if your constitution allows.

While I appreciate that a greater number of authorities will be subject to elections this year due to the postponement of the 2020 elections, those councils who are not subject to elections could also consider conducting their annual meetings prior to 7 May, and therefore do so remotely while the express provision in current regulations apply. As you will know, councils who are subject to elections are statutorily required to hold their annual meeting within 21 days of the elections. The Government's roadmap proposes that organised indoor meetings (e.g. performances, conferences) are permitted from 17 May, subject to Covid secure guidelines and capacity rules. On this basis, councils should consider the extent to which their annual meetings (and any other meetings) can operate on the same basis as other local institutions in their area, taking into account their individual circumstances and requirements.

If your council is concerned about holding physical meetings you may want to consider resuming these after 17 May, at which point it is anticipated that a much greater range of indoor activity can resume in line with the Roadmap, such as allowing up to 1,000 people to attend performances or sporting events in indoor venues, or up to half-capacity (whichever is lower).

Finally, while you do have a legal obligation to ensure that the members of the public can access most of your meetings, I would encourage you to continue to provide remote access to minimise the need for the public to attend meetings physically until at least 21 June, at which point it is anticipated that all restrictions on indoor gatherings will have been lifted in line with the Roadmap. However, it is for individual local authorities to satisfy themselves that they have met the requirements for public access.

I am grateful for the efforts that local authorities have made to allow remote meetings in their area and recognise that there has been a considerable investment of time, training and technology to enable these meetings to take place, and I am aware that some authorities, though by no means all, have made calls for the Government to make express provision for remote meetings beyond the scope of the pandemic. I am today launching a call for evidence on the use of current arrangements and to gather views on the question of whether there should be permanent arrangements and if so, for which meetings. There are many issues to consider and opinions on the detailed questions vary considerably. This will establish a clearer evidence base of opinion and enable all the areas to be considered before further decisions are made. The Government will consider all responses carefully before deciding to how to proceed on this issue.

I am copying this letter to the Mayor of London, the chairs of the Local Government Association and the National Association of Local Councils, as well as the Home Secretary and the Secretary of State for the Environment, Food and Rural Affairs in respect of other authorities covered by the current meetings regulations, including fire and rescue authorities, police and crime panels, national park authorities, the Broads Authority, and conservation boards.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'L Hall', is centered below the closing 'Yours sincerely,'.

**LUKE HALL MP**

**Cc.** Rt Hon Priti Patel MP, Home Secretary  
Rt. Hon. George Eustice MP, Environment Secretary  
Sadiq Khan, Mayor of London  
Cllr. James Jamieson, LGA Chairman  
Cllr. Sue Baxter, NALC Chairman



**ST AUSTELL TOWN COUNCIL  
PLANNING AND REGENERATION COMMITTEE  
12<sup>th</sup> APRIL 2021  
LOCAL PLANNING AUTHORITY DECISIONS**

**1. PURPOSE OF REPORT**

To note decisions of the Local Planning Authority notified since the last meeting.

**2. LEGAL AND RISK MANAGEMENT ISSUES**

None directly.

**3. EQUALITIES ISSUES**

The Council endeavours to highlight to Cornwall Council any equalities issues arising from consideration of the planning applications.

**4. RESOURCE ISSUES**

None outside of existing budgets.

**5. ENVIRONMENTAL CONSIDERATIONS**

The Town Council considers environmental issues when considering planning applications but is constrained by local and national planning policy.

**6. RECOMMENDATIONS**

It is recommended that Councillors note the decisions made.

---

**Decisions Made**

Councillors are asked to note the receipt of the following decisions by the Planning Authority (the decision notices which explain the full reasons and conditions are available for inspection in the same way as planning applications):

DAVID POOLEY - TOWN CLERK

**PA20/10092**

**WITHDRAWN**

**Applicant:** Mr J Wood

**Location:** 1 Robartes Place St Austell PL25 4JQ

**Proposal:** Demolition of existing bungalow and garage and the construction of 8 no. apartments and associated parking spaces.

**Town Council Response: Objection.**

**PA20/10447**

**APPROVED**

**Applicant:** Mr Andy Horwood

**Location:** Tesco Superstore Daniels Lane St Austell PL25 3HR

**Proposal:** Proposal to install new warehouse extension with barrier all around.

**Town Council Response: No Objection.**

**PA21/00818**

**APPROVED**

**Applicant:** Mr & Mrs Faro

**Location:** 58 Roslyn Close St Austell PL25 3UW

**Proposal:** Two-storey side extension, single-storey garage extension and associated works.

**Town Council Response: No Objection.**

**PA20/11507**

**APPROVED**

**Applicant:** Mr Geoff Barham

**Location:** 4 Market Hill St Austell PL25 5QA

**Proposal:** Conversion of former public conveniences to form a 2-bedroom dwelling.

**Town Council Response: No Objection.**





## Appeal Decision

Site Visit made on 9 March 2021

**by Mr A Spencer-Peet BSc.(Hons) PGDip.LP Solicitor (Non Practicing)**

**an Inspector appointed by the Secretary of State**

**Decision date: 23 March 2021**

### **Appeal Ref: APP/D0840/W/20/3264414**

### **Land at Holmbush Road, St Austell PL25 3HQ**

- The appeal is made under section 78 of the Town and Country Planning Act 1990 against a refusal to grant planning permission.
- The appeal is made by EG Group Ltd against the decision of Cornwall Council.
- The application Ref PA20/03743, dated 4 May 2020, was refused by notice dated 13 November 2020.
- The development proposed is the construction of petrol filling station and linked store (Sui Generis use) and associated development.

### **Decision**

1. The appeal is dismissed.

### **Applications for costs**

2. An application for costs was made by Mr and Mrs R Holborn against Cornwall Council. This application is the subject of a separate Decision.

### **Preliminary Matters**

3. In the interests of accuracy and consistency, I have amended the original description of development to reflect that as stated on the Council's Decision Notice.

### **Main Issue**

4. The main issue is the effect of the proposed development on highway safety.

### **Reasons**

5. The appeal site comprises grassed land located adjacent to the A390 highway. To the east of the site is a traffic light controlled road junction which links the A390 highway to the A391 highway. The appeal site is immediately bordered to the west by an industrial estate, with a mixture of residential and commercial development occupying space on the southern side of the A390 highway west of the site. The appeal proposal is for a petrol filling station and associated convenience store.
6. The proposed access to the appeal site would be from the adjacent A390 highway. As at the date of my visit, when approaching the proposed point of access from the west the A390 highway increases from one lane to a two lane arrangement on approach to the traffic lights located at the junction with the A391 highway. The westbound lane of the A390 highway is single lane from the abovementioned traffic lights and continues past the site as a single lane.

7. Planning history indicates that the Council approved an outline scheme with all matters reserved except for access, for the construction of a number of industrial units at the appeal site, in February 2018<sup>1</sup> (the Extant Permission). The appeal scheme proposes the same access arrangement to the site to that proposed within the Extant Permission. In this regard, the Appellant maintains that the Extant Permission represents a fallback position.
8. The Council have put it to me that the Extant Permission is unlikely to be constructed by reason of viability and that, consequently, considers that no weight should be attached to this fallback position in the determination of this appeal. Whilst the Council's position is acknowledged, in light of the evidence and submissions made, with particular reference to the approval of a reserved matters planning application, in my view there is a greater than theoretical possibility that the fallback position, in respect of the Extant Permission, would be implemented in the event that this appeal was dismissed. As such, I consider that this represents a realistic fallback position.
9. The evidence and submissions before me indicate that the appeal scheme would generate approximately 148 two-way vehicle movements during the busiest peak hour. It is maintained by the Appellant that a majority of these vehicle movements would be drawn from those already passing the site and that, consequently, only approximately 20%, equating to approximately thirty trips, of movements would be new. However, it is noted that the Appellant has not included diverted trips within this calculation and, in my view, there is therefore the likelihood that there would be more new trips resulting from the appeal scheme than that provided within the Appellant's submissions.
10. In comparison, the evidence indicates that the Extant Permission would generate approximately only twenty new trips in the busiest peak hour. In this regard, even in the event that it is accepted that the proposal would generate only approximately thirty new trips as maintained by the Appellant, I find that the number of new trips likely to be generated from the appeal scheme would be significantly greater than the number of trips associated with the proposed use under the Extant Permission.
11. As noted above, the proposed point of access would be from the A390 highway and very close to the point on the eastbound carriageway where the road becomes two lanes. The appeal scheme proposes changes to the highway arrangement at the proposed point of access to include a traffic island which would restrict the highway to a single lane until vehicles have passed the proposed point of access. The effect of such an arrangement would be to reduce the length of that two lane section of the A390 highway east of the proposed point of access.
12. In this regard, as described above, traffic lights control the junction between the A390 and the A391 and the Council have put it to me that queues of traffic form at these lights which reach back to, or past, the proposed point of access. While the Appellant's submissions are noted regarding queuing on this section of highway, I observed on my site visit, which was conducted during a national Covid-19 lockdown, that traffic, both on the westbound and the eastbound carriageways, was heavy with a constant stream of vehicles passing the site in both directions. Furthermore, I saw on my visit that vehicles heading east on the A390 did form long queues back from the traffic lights almost to the point

---

<sup>1</sup> Local Planning Authority Reference: PA15/06128

where the proposed access to the site would be positioned. By reducing the length of the two lane section of highway, it is likely that longer queues would form back from the traffic lights.

13. It is proposed that the point of access to the appeal site would have the benefit of 'Keep Clear' road markings which would provide space for westbound traffic on the A390 to enter the site from the proposed right turn access lane.
14. However, emerging vehicles turning right from the appeal site would have to cross the new access lane into the site, before being able to proceed in a westerly direction. In this respect such emerging vehicles would be likely to have to occupy the space on the eastbound carriageway and space provided by the turn right access lane, waiting there until such time as there was a gap in the westbound traffic.
15. Visibility for emerging vehicles turning right out of the appeal site would be restricted by vehicles using the right turn access lane and by vehicles queuing on the eastbound carriageway and therefore it is unlikely that emerging vehicles would be able to exit the site and enter the westbound carriageway in a single manoeuvre. Furthermore, without clear indication as to who has priority when using the proposed right turn access lane, there would be likely conflict between vehicles using that lane to enter the site and those vehicles emerging from the site with the intention to travel in a westerly direction on the A390.
16. Whilst I would concur that the Keep Clear markings would assist in ensuring there is sufficient visibility and space for vehicles emerging from the site and heading in an easterly direction, in my view the proposed arrangement would be likely to result in substantial risk of conflict between vehicles emerging from the site and those travelling west on the A390 highway and those vehicles using the proposed right turn access lane into the site. In respect of the above, I find that the proposal would have a significant adverse effect with regards to highway safety.
17. It has also been put to me that the proposal would have a harmful impact with regards to pedestrians and cyclists when crossing the proposed point of access. However, the proposal would replicate the arrangements for other points of access which are present on this section of highway and it is noted that the appeal scheme would provide a refuge crossing point close to the site. Consequently, I find that the proposal would not have a significant harmful effect for pedestrians or cyclists using the footway adjacent to the site.
18. In summary of the above, whilst I have found that the proposal would not have an adverse effect on the safety of pedestrians or cyclists, I conclude that the appeal scheme would result in conflict between vehicles emerging from the site and those vehicles travelling in a westerly direction on the A390 and those using the proposed right turn access lane. Consequently, the appeal scheme would have a significant adverse effect with regards to highway safety.
19. For the above reasons, the proposed development would be in conflict with Policy 27 of the Cornwall Local Plan Strategic Policies (2010-2030) (the Local Plan) which seeks to ensure that development provides safe and suitable access for all people. The appeal scheme would also fail to accord with the provisions of paragraphs 108 and 109 of the National Planning Policy Framework (the Framework) which seek to ensure that development provides

safe access for all users and confirms that development should be refused where there is an unacceptable impact on highway safety.

20. Section 38(6) of the Planning and Compulsory Purchase Act 2004 states that planning decisions must be made in accordance with the development plan unless material considerations indicate otherwise.
21. As noted above, my attention has been drawn to the Extant Permission which, for the reasons given, I have found to be a realistic fallback position. In this regard, the Appellant maintains that, given the same proposed point of access and arrangements were found to be acceptable on grounds of highway safety in relation to the Extant Permission, that the proposed access in relation to the present appeal scheme should also be acceptable.
22. However, it is apparent from the evidence before me, as noted above, that the appeal scheme would be likely to generate a significantly greater number of vehicle movements than that which would be likely to arise from the Extant Permission. Consequently, there would be the greater likelihood of conflict arising between vehicles in relation to the use of the proposed access arrangement than that which would be the case in respect of the Extant Permission. Whilst I acknowledge that the number of heavy goods vehicles entering and exiting the site may be lower for the appeal scheme, fuel tankers would still need to regularly access the site. I therefore find that the fallback Extant Permission would be less harmful with regards to highway safety than the appeal scheme.
23. The appeal scheme would provide benefits in the form of employment opportunities, both during construction and in relation to the operation of the site as a petrol filling station and store. The site is accessible by public transport and would provide access to additional electric charging points. Whilst I acknowledge the Appellant's submissions regarding availability of such services within the surrounding area, it is apparent from the evidence before me that such facilities are available close to the appeal site.
24. By reason of the likely number of employment opportunities that the proposal would bring, and in combination with the other benefits which the Appellant has put to me that would arise from the proposal, cumulatively I attach substantial weight to these benefits in the determination of this appeal.
25. Against these benefits and for the reasons given above, the appeal proposal would have a significant harmful effect with regards to highway safety and, in that regard, would conflict with Policy 27 of the Local Plan and the Framework when taken as a whole. The harm resulting from the conflict with the development plan and the harmful effect of the proposal with regards to highway safety, weighs significantly against the proposal. Consequently, I conclude that the significant harm identified above would outweigh the benefits of the appeal scheme. Once these matters are considered together, the appeal scheme could not be considered to be sustainable development in the context of the Framework or in terms of Policy 1 of the Local Plan for which there is a presumption in favour of.
26. The Appellant has referred me to an appeal decision<sup>2</sup> which, it is maintained, relates to a scheme that would provide for similar access arrangements and

---

<sup>2</sup> Appeal Reference: APP/E2734/W/18/3195782

Keep Clear road markings as that in relation to the present appeal scheme. However, I have only been provided with very limited information regarding that appeal, and from the limited details provided it appears that the two matters are not comparable by reason of the number of trips generated by the respective schemes, as well as not being comparable in terms of the highway arrangement. I have therefore determined this appeal on its own merits.

### **Conclusion**

27. The proposed development would conflict with the development plan when taken as a whole. There are no material considerations that would lead me to reach a determination other than in accordance with the development plan. As such, the appeal should be dismissed.

*Mr A Spencer-Peet*

INSPECTOR





**ST AUSTELL TOWN COUNCIL**  
**COUNCIL MEETING – 22<sup>nd</sup> MARCH 2021**  
**SCHEDULE OF PAYMENTS**  
**13<sup>th</sup> MARCH 2021 to 6<sup>th</sup> APRIL 2021**

**1. PURPOSE OF REPORT**

To approve a schedule of payments made since the last meeting.

**2. LEGAL AND RISK MANAGEMENT ISSUES**

There is a requirement for the Town Council to approve all payments made. All payments are authorised by at least two signatories and all payments must be within the budgets approved by the Council. Payments methods used are cheque, BACS, direct debit, credit card and petty cash.

**3. RESOURCE ISSUES**

The payments made and proposed are all within the Council's approved budgets.

**4. EQUALITY ISSUES**

None. Payments are usually made promptly to small contractors and charitable groups to help avoid cashflow difficulties.

**5. ENVIRONMENTAL ISSUES**

All items procured are delivered to the office by van or lorry.

**6. RECOMMENDATIONS**

It is recommended that Councillors approve the attached Schedule of Payments totalling £65,257.19.

---

DAVID POOLEY  
TOWN CLERK



**Detailed Account Transaction Report**  
**St Austell Town Council**  
**From 13 March 2021 to 6 April 2021**

Date	Payee	Payment Method	Reference	Amount	Cost Centre	Account Name
25/03/2021	March Salaries	BACS	EBP	£42,245.02	General Administration	Salaries / Wages
26/03/2021	Payment: Lorne Stewart	BACS	109581	£90.12	Library	Repairs / Maintenance Premises
15/03/2021	Payment: Cornwall Council	Direct Debit	802552521-2020/21-9	£384.00	Prory Toilets	Rates
15/03/2021	Payment: Cornwall Council	Direct Debit	80262013X-2020/21-12	£5,191.00	Prory Car Park	Rates
15/03/2021	Payment: Cornwall Council	Direct Debit	802635724-2020/21-12	£1,164.00	Library	Rates
19/03/2021	Payment: Kent County Council	BACS	G7685721	£319.09	Library	Gas
19/03/2021	Payment: Source for Business	BACS	1073599366	£175.19	Prory Toilets	Water
19/03/2021	Payment: Source for Business	BACS	1073421760/3	£18.05	Pollair Park	Water
19/03/2021	Payment: Source for Business	BACS	1073421760	£21.97	Pollair Park	Water
19/03/2021	Payment: Source for Business	BACS	1073421760/2	£20.50	Pollair Park	Water
19/03/2021	Payment: Masters Skips Ltd	BACS	0043576	£108.00	Other Parks and Open Spaces	Grounds Maintenance Supplies
19/03/2021	Payment: Glasdon UK Limited	BACS	S1809639	£30.90	Other Parks and Open Spaces	Grounds Maintenance Supplies
19/03/2021	Payment: Masters Skips Ltd	BACS	0043549	£180.00	Other Parks and Open Spaces	Grounds Maintenance Supplies
19/03/2021	Payment: D May & Son Ltd	BACS	0102285922	£20.40	Other Parks and Open Spaces	Grounds Maintenance Supplies
19/03/2021	Payment: D May & Son Ltd	BACS	0102286623	£28.58	Other Parks and Open Spaces	Grounds Maintenance Supplies
26/03/2021	Payment: Masters Skips Ltd	BACS	0043652	£486.00	Other Parks and Open Spaces	Grounds Maintenance Supplies
26/03/2021	Payment: Masters Skips Ltd	BACS	0043653	£486.00	Other Parks and Open Spaces	Grounds Maintenance Supplies
24/03/2021	Payment: Allstar Business Solutions	Direct Debit	E2013679241	£241.97	Transport and Plant	Fuel
26/03/2021	Payment: ITEC	BACS	363324	£87.07	General Administration	Printing and Stationery
19/03/2021	Payment: Young People Cornwall	BACS	1967	£5,000.00	The House/Youth Services	Miscellaneous Grants
19/03/2021	Payment: Flowbird Smart City UK Limited	BACS	UK136450	£1,612.80	Prory Car Park	Contract Payments
19/03/2021	Payment: Biffa Waste Services Ltd	BACS	441M00082	£280.80	Other Parks and Open Spaces	Contract Payments
22/03/2021	Payment: Biffa Waste Services Ltd	Direct Debit	522C10426	£413.11	Other Parks and Open Spaces	Contract Payments
22/03/2021	Payment: Biffa Waste Services Ltd	Direct Debit	522C10431	£2.40	Library	Contract Payments
19/03/2021	Payment: WPS Ltd	BACS	505698703	£5,945.19	General Administration	Insurances
19/03/2021	Payment: D May & Son Ltd	BACS	0102286097	£42.00	Other Parks and Open Spaces	Protective Clothing
15/03/2021	NatWest - Bankline charges	Direct Debit		£42.00	General Administration	Miscellaneous Expenses
19/03/2021	Payment: Worldpay (UK) Ltd	Direct Debit	143266278	£21.00	Library	Miscellaneous Expenses
19/03/2021	Payment: Worldpay (UK) Ltd	Direct Debit	143266278	£0.44	Library	Miscellaneous Expenses
19/03/2021	Payment: Worldpay (UK) Ltd	Direct Debit	143184412	£21.00	General Administration	Miscellaneous Expenses
26/03/2021	Payment: Middleway Surgery	BACS	525	£45.59	General Administration	Miscellaneous Expenses
26/03/2021	Payment: Charles French & Co	BACS	21/24207	£420.00	Pollair Park	Miscellaneous Expenses
26/03/2021	Payment: Charles French & Co	BACS	21/24207	£58.00	Pollair Park	Miscellaneous Expenses
31/03/2021	The Information Commissioner	Direct Debit		£55.00	General Administration	Miscellaneous Expenses
				<b>£65,257.19</b>		

## **MINUTES of a REMOTE MEETING of ST AUSTELL TOWN COUNCIL COMMUNITY COMMITTEE held on MONDAY 29<sup>th</sup> MARCH 2021 at 6pm.**

**Present:** Councillors: Brown, Bull, Cohen, Hanlon, Heyward, Pearce (Chair), Pears, Rees, Styles (Mayor) and Thompson.

**In attendance:** David Pooley (Town Clerk) and Sara Gwilliams (Deputy Town Clerk).

### **CC/19/108) Apologies for absence**

Apologies for absence were received from Councillor Jones.

### **CC/19/109) Declarations of Interest**

None.

### **CC/19/110) Dispensations**

There were no requests for dispensations received.

### **CC/19/111) Minutes of the Meeting held on 1<sup>st</sup> March 2021**

It was **RESOLVED** that the minutes of the meeting held on the 1<sup>st</sup> March 2021 be approved and signed as a correct record.

### **CC/19/112) Matters to note**

The Clerk advised that the Parks and Open Spaces Strategy was approved at the last Council meeting and has been placed on the Town Council's website. He added that the actions contained within the document will be taken forward and reviewed periodically by the new Council.

### **CC/19/113) Public Participation**

The Chair welcomed Mrs Burroughs, a representative of CASA, to the meeting.

Mrs Burroughs referred to the draft Environmental Policy and raised the following points/suggestions:

- A preference for the title of the document to be called **Climate** and Environmental Policy;
- Aims
  - Add a bullet point: "to mitigate climate change"
- Policies
  - Emphasise the need to be carbon neutral by 2030

- Awareness, lobbying and partnerships
  - Add climate crisis awareness/education

Mrs Burroughs felt that the switch to renewable energy and carbon accounting could be done now and that timescales could be added to the document.

The Mayor thanked Mrs Burroughs for her comments.

### **CC/19/114) Nick Smith, Chief Executive, Young People Cornwall**

The Mayor welcomed Nick Smith, Chief Executive of Young People Cornwall to the meeting.

Mr Smith advised that Young People Cornwall were established in 1974 and continue to provide youth services for young people aged between 8-25 across the county with their Head Office operating out of The House in St Austell.

All services became digitally operated in the first week of the national lockdown in March 2020 consisting of web-chat, Teams, Zoom, WhatsApp and on-line youth clubs. The digital offer includes mindfulness videos, online cognitive behaviour therapy, book clubs, music lessons, quizzes and cookery courses with an average of 240 individual young people being support through digital interventions per week. In addition, Covid secure face to face work has been carried out for vulnerable young people who cannot engage online and mobile youth work has been undertaken in villages and towns across Cornwall. Food and welfare packs have been delivered to 81 young people and their families in St Austell and outreach teams have engaged with an average of 60 young people per week in Gover, Sandy Hill Park and Poltair Park. Over 600 young people from the St Austell area have accessed support via The House both in person and online during 2020/21.

Mr Smith advised that there has been an exponential rise in safeguarding concerns across the whole organisation and described the type of issues that young people are facing and the progress made against the "star outcome" reports.

Mr Smith thanked the Town Council for their continued support and advised that the Town Council's funding has helped to draw in an additional £40,000 for youth work in St Austell.

The Mayor and Members thanked Mr Smith for his very interesting and thought provoking presentation.

### **CC/19/115) Small Grants Scheme**

There were no Small Grant applications to consider.

## **CC/19/116) Environmental Policy**

The Deputy Town Clerk advised that the policy is loosely based on a template produced by Cornwall Council and adapted to St Austell Town Council's current practices and aspirations.

She responded to Mrs Burrough's points and some additional comments submitted by Mrs Earl.

The Deputy Town Clerk advised that to pledge to be carbon neutral by 2030 might restrict expansion of the Town Council and that the Local Planning Policy does not go as far as insisting that all developments are carbon neutral. She added that the Town Council's energy contracts cannot be switched immediately due to contractual commitments and that timescales are generally not placed within policy documents.

During discussion, Members raised the following issues/points:

- Broad agreement that the title should be changed to "Climate and Environment Policy"
- That the Council should "work to be carbon neutral by 2030"
- The need to link the policy to the Parks and Open Spaces Strategy and other relevant policies/strategies.

The Clerk advised that there are now carbon audit methodologies suitable for Town and Parish Councils which Members might wish to consider in the near future.

It was **RECOMMENDED** that the Environmental Policy be approved subject to:

1. The title to read "Climate and Environmental Policy"
2. Links to other relevant policies placed within the document
3. Under "climate change" the first line of the first paragraph to read "The Town Council has declared a climate emergency and will work to be carbon neutral by 2030."
4. Under "climate change" amend the second to last bullet point to read "a carbon accounting audit to assess the Council's current emissions."

*\*\*Councillor Heyward arrived at the meeting and apologised for her lateness\*\**

*\*\*Councillors Thompson and Rees abstained from voting on this item\*\**

## **CC/19/117) Town Heritage Scheme**

The Clerk explained that the Town Heritage Scheme is progressing well and outlined the works progressing, the grant offers made and the applications

being progressed. There are some schemes being developed, subject to funding and ongoing complimentary initiatives such as skills training and the Discover St Austell app.

Members generally expressed their support for the scheme, although a concern was expressed with regard to the accessibility information within the Discover St Austell app.

### **CC/19/118) Projects Update**

The Clerk and Deputy Clerk provided an update on the following:

#### *CCTV*

All 20 cameras are working across the town and discussions are ongoing with regard to the re-deployable camera in Bethel. Extra CCTV hours are being paid for by Cornwall Council to assist their Environmental Team.

#### *Grass Cutting*

The new foreman has been in post for a couple of weeks and the two apprentices have started, 4 days practical work and 1 day at college. Grass cutting has started in key areas with full time grass cutting due to commence in early April.

#### *Bethel Park*

The Operations Manager is pricing up options for the replacement of the set of swings and safety surfacing in Bethel Park which are both nearing end of life.

#### *Boat*

The Town Council has been gifted a boat which it is hoped can be placed on the grass area on Edgcumbe Road and filled with flowers. This area will be within the Town Council's area with effect from 1<sup>st</sup> April 2021.

#### *Weed Treatment*

An environmentally friendly foam based weed treatment system has been trialled in Poltair Park the results of which are encouraging, particularly with regard to the treatment of moss. Further trials will take place later in the year.

#### *Poltair Café*

The existing tenants have confirmed that they would like to open the café up as a takeaway service with effect from the 12<sup>th</sup> April.

#### *Allotments*

The community garden at Landrew Road is progressing well. It is anticipated that Edible St Austell will approach the Town Council for a formal lease of the garden once they are fully constituted. All the useable allotments at Alexandra Road have been let.

#### *Public Conveniences*

The cleaning contract for the public conveniences has been reviewed and will be placed before the next Finance & General Purposes for consideration. All the toilets will be open with effect from the 1<sup>st</sup> April to coincide with the re-commencement of car park charges.

#### *Eden to Heligan Trail*

The Clerk advised that Cornwall Council are working on cycle routes through St Austell a draft of which should be available soon. He added that the Town Centre Revitalization Partnership has identified the improvement of cycle trails in the area as a potential project.

#### *Anti-social behaviour*

The Town Clerk is due to meet with Cornwall Council shortly with regard to the funding of a dedicated ASB caseworker for St Austell. The commitment from Cornwall Council to reduce the number of people in emergency accommodation in St Austell is being monitored and an update on progress, including the production of a cross service Action Plan will be sought in June/July.

#### *Safe Work Stream*

The Clerk advised that he sits on a Cornwall Council Safe Work Stream Cell which focuses on Covid19 issues and solutions. The Kestrel Guards, focussing on business Covid19 compliance will remain in situ until June and the Information Officers, co-ordinated by the BID have also received an extension of funding until June.

#### *Tour of Britain*

Once the Covid19 restrictions are lifted in June, discussions will resume with community groups about organising events in the Town Council's parks which are on the route to celebrate the tour passing through the town.

### **CC/19/119) Dates of Next Meeting**

It was noted that the next meeting of the Community Committee is scheduled for Monday 7<sup>th</sup> June 2021.

The meeting closed at 7.05pm.

