

# St Austell Town Council



**To: All Members of St Austell Town Council**

Dear Councillor

You are summoned to attend the **Meeting** of **St Austell Town Council** to be held in the Council Chamber, St Austell Information Centre, 39 Penwinnick Road, St Austell, Cornwall, PL25 5DR (Cornwall Council Offices) on **Monday 21<sup>st</sup> March 2022 at 6.00pm.**



David Pooley  
**Town Clerk**

15<sup>th</sup> March 2022

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## **AGENDA**

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

(Purpose: To accept apologies for non-attendance).

### **2. Declarations of interest and gifts or hospitality received.**

(Purpose: To receive declarations of Members' interests and gifts or hospitality received).

### **3. Dispensations**

(Purpose: To consider requests for dispensations).

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**4. Minutes of Meeting held on 31<sup>st</sup> January 2022**

**Pages  
1 - 10**

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

**5. Matters to note**

(Purpose: A verbal update from the Town Clerk on the actions taken since the last meeting).

Note: No decision may be made under this agenda item.

**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. Members' questions (10 minutes maximum)**

A Member may ask the Mayor or the Clerk any question concerning the business of the Council, provided 3 clear days notice of the question has been given to the person to whom it is addressed. Every question shall be put and answered without discussion. A person to whom a question is put may decline to answer or undertake to provide a full answer within a timescale agreed with the Member. They may also agree to accept a question after the deadline.

**9. Nominations for Mayor and Deputy Mayor – 2022/23**

**Pages  
11- 18**

(Purpose: To consider the nominations received for the Mayor and Deputy Mayor for the 2022/23 civic year).  
(Report attached).

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**10. Town Centre Revitalisation Project**

(Purpose: To note and approve an update on the Town Centre Revitalisation Project and planned actions). (Report to following).

**11. Community Governance Review - Working Group**

(Purpose: To receive an update on the activities of the Community Governance Review Working Group). (Verbal update).

**12. Premises Licence Applications**

**1. Premises Name and Address: Premier Express, 10 Alexandra Road, St Austell, Cornwall, PL25 4QP. Application Type:** Variation. **Licensable Activities:** Amend plan, remove existing conditions and replace them with new ones, extend the hours for the sale and supply of alcohol. (Verbal report).

**2. Premises Name and Address: The Stag Inn, 5-7 Victoria Place, St Austell, Cornwall, PL25 5PE. Application Type:** Grant of a Premises Licence. **Licensable Activities:** Supply of Alcohol Live and Recorded Music. (Verbal report).

**13. 2023 Review of Parliamentary Constituencies**

(Purpose: To consider submitting a response to the secondary consultation).

<https://www.bcereviews.org.uk/>

**14. Rural Services Network – Appointment to Young People in Rural Areas Panel and Older People in Rural Areas Panel** **Pages 19 to 20**

(Purpose: To consider appointing representatives to sit on the above Panels). (Correspondence attached).

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- 15. Members appointed to outside bodies update reports**
- (Purpose: To receive reports of any relevant information from Members appointed to outside bodies).
- 16. Cornwall Councillor update reports**
- (Purpose: To receive reports of any relevant information from local Cornwall Councillors).
- 17. Planning and Regeneration Committee** **Pages 21 to 30**
- (Purpose: To note the minutes of the Planning and Regeneration Committee held on 7<sup>th</sup> February 2022 and 7<sup>th</sup> March 2022). (Minutes attached)
- 18. Finance and General Purposes Committee** **Pages 31 to 34**
- (Purpose: To note the minutes of the Finance and General Purposes Committee held on 21<sup>st</sup> February 2022). (Minutes attached)
- 19. Community Committee** **Pages 35 to 42**
- (Purpose: To note the minutes of the Community Committee on 28<sup>th</sup> February 2022). (Minutes attached)
- 20. Schedule of Payments** **Pages 43 to 48**
- (Purpose: To receive a schedule of payments from 22<sup>nd</sup> January 2022 to 11<sup>th</sup> March 2022) (Report attached).
- 21. Schedule of Meetings – 2022/23** **Pages 49 - 50**
- (Purpose: To approve the schedule of meetings from May 2022 to May 2023).
- 22. Dates of Meetings**
- (Purpose: To note dates of future Town Council Meetings: Monday 25<sup>th</sup> April 2022 (Annual Parish Meeting) and Monday 9<sup>th</sup> May 2022 (Annual Town Council Meeting)).

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**MINUTES of a meeting of ST AUSTELL TOWN COUNCIL held on MONDAY 31<sup>st</sup> JANUARY 2022 in the Council Chamber, 39 Penwinnick Road, St Austell, Cornwall, PL25 5DR (Cornwall Council Offices) at 6.00pm.**

**Present:** Councillors: Brown, Bull, Clemo, Cohen, Double, Fox, French, George, Guest, Hamilton, Lanxon, McDonagh, Nott, Pearce, Pears (Mayor), Rowse, Stephens, Styles, Thompson and Young.

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

**Also present:** Samantha Brock, Communication Support Services (accompanying Councillor Nott).

**C/21/98) Apologies for absence**

Apologies were received from Councillor Bull who advised that she would have to leave early.

**C/21/99) Declarations of interest and gifts or hospitality received**

There were no declarations made.

**C/21/100) Dispensations**

There were no requests for a dispensation.

*\*\* Councillor Anita Cohen arrived \*\**  
*\*\* Councillor Patrick McDonagh arrived\*\**

**C/21/101) Minutes of meeting held on 13<sup>th</sup> December 2021**

Councillor Brown raised a point of accuracy in the minutes under Standing Order 12b. He advised that the final sentence in the third paragraph of minute C/21/87 should read:

*"She added that she was disappointed with the political nature of a mis-leading article on the subject that a Councillor had written for a local newspaper. Another Councillor interrupted her before she could conclude her remarks and the Mayor moved straight away to the vote on the recommendation"*

Councillor Bull seconded this motion. The motion was approved by 14 votes in favour, 1 against and 5 abstentions.

Councillor Double advised that further to minute C/21/91 she had not met with the new ASB caseworker or Police Inspector but had welcomed them to their new appointments.

It was **RESOLVED** that the minutes of the meeting held on the 13<sup>th</sup> December 2021 be approved subject to the above amendments and signed as a correct record.

**C/21/102) Matters to Note**

The Clerk advised that, further to minute C/21/83, although the Mayor had attended the annual Christmas lights switch on a number of upgrades to the infrastructure for

the lights was required and the BID was expected to request financial assistance for this work.

### **C/21/103) Mayor's announcements**

The Mayor advised that he had attended a gathering of the Friends of Menacuddle Well and assisted with the clearance and laying of paths. He encouraged Councillors to join in with the work of the Friends Group.

He had also attended a promotional event for the security personnel employed by St Austell BID and part funded by the Town Council who have undertaken some excellent work around the town.

### **C/21/104) Public Participation**

Mrs Earl thanked the Mayor for his support at the Menacuddle Well Friends Group meeting. She advised that the Friends Group meet on the second Sunday of each month from 2pm to 4pm and invited Councillors to attend.

Mrs Earl advised that Climate Action St Austell (CASA) were delighted with the Town Council's Climate Action Plan and the excellent work that is being done in line with the plan.

Mr John Keast asked if he might be permitted to speak on the subject of Woodland Road Park when that matter was considered. The Mayor agreed to this.

### **C/21/105) Members' questions**

The Clerk advised that Councillor Rowse had asked that he be permitted to raise three questions and Councillor Rowse read out the following questions:

- 1. Remind us what steps St Austell Town Council are taking to encourage dog owners in the town to pick up their dog's faeces?*
- 2. Remind us what steps St Austell Town Council are taking to encourage members of the public to report owners who do not pick up their dog's faeces?*
- 3. Tell us how many dog poo bins the town council own in the town and explain if there any plans to increase the amount of dog poo bins?*

The Clerk advised that he had received a comprehensive reply from the Operations Manager and read the following:

- 1. In 2020 the Town Council took part in a Cornwall Council initiative in partnership with Keep Britain Tidy. Glow-in-the-dark dog fouling signs reading "We Are Watching You" were erected at one of our sites and dog fouling was monitored 6 weeks before and 6 weeks after the signs were installed. The results showed that the number of incidents of dog fouling had been considerably reduced in the 6 weeks after the signs had been installed. As a result of this, in 2021 the Town Council added further glow-in-the-dark signs in 3 more parks with known dog fouling issues (Bethel, Penmere Road and The Meadows). A further 12 signs have been delivered and will be placed across the remaining parks and open spaces in the coming months.*



2. *Our signs are geared towards dog owners picking up after their own dog. Town Council staff have attended a course on how to use Cornwall Council's Report Cards, which they carry a supply on their vehicles. In the event that staff witness any offences, they can fill out the cards. Completed cards are sent to the enforcement team at Cornwall Council.*

3. *The Town Council is currently responsible for servicing around 47 bins, 22 of which are solely dog waste. Poltair, Truro Road, Bethel Park, Prince Charles, Lostwood Garden, Penmere Road, Woodland Road, Sandy Hill, Chapel Field and The Meadows all have dog waste bins. It is worth noting that nationwide, ALL bins are now classed as mixed-waste and can be used to dispose of dog waste. 2 new mixed-waste bins are currently on order for Linear Park and The Meadows. All of the TC's parks and open spaces are in fact covered by Cornwall Council's Public Space Protection Order 2020 (Dogs on Leads), with Poltair Park and Woodland Road Park having a complete ban on dogs under the same order.*

### **C/21/106) Woodland Road Park – Working Group**

The Clerk advised that there had been long running issues with Mount Charles School regarding the joint use of Woodland Road Park. He explained that Cornwall Council transferred the park to the Town Council at the end of 2016 shortly after the school had become an Academy. At that time, Cornwall Council were negotiating a Joint Use Agreement with the Academy but had not completed those negotiations and the negotiations between the Town Council and the Academy since that time have not reached agreement.

The Academy has however approached the Town Council with a new proposal which it would like to discuss informally initially. The Clerk suggested that a Working Group of approximately six Councillors should be formed based primarily on the Poltair and Mount Charles Ward Members.

The Mayor invited Mr Keast to speak. Mr Keast explained that the school now had approximately 400 children and that the Woodland Road Park was no longer suitable for use as a school playing field. He expressed concerned that there is a deficiency in the education provision for local children. He asked the Town Council to help to ensure that proper facilities were provided for school children, and he spoke in support of creating a Working Group, with representatives from the Academy to explore the options and formulate an acceptable solution for both parties without the need to get lawyers involved. He advised that three representatives from the Academy would like to be involved in the discussions as follows:

Clare Ridehalgh (Deputy CEO)  
Katie Chandler (Chair of Governors)  
John Keast (Governor)

During discussion, Councillor Bull advised that she planned to become a Trustee of the Academy and would therefore not be a Member of the Working Group and nominated Councillor Young to take her place. Members expressed a preference for evening meetings for the Working Group.

It was **RESOLVED** to form a Working Group to meet with the representatives of the Academy comprising of Councillors: Fox, Lanxon, Pears, Stephens, Thompson and Young.

### **C/21/107) Town Centre Revitalisation Project**

The Clerk advised that the Partnership last met on the 20<sup>th</sup> January 2022 and elected Sandra Heyward as the Chair for the next 12 months. He advised that Vice-Chairs would be elected at the next meeting which was due to be held on the 17<sup>th</sup> February 2022 at Cornwall College and that the Town Council had taken over the administration of the meetings. The Clerk introduced Bill McCardle the Council's Regeneration Officer who proceeded to outline his background and qualifications for the role of Regeneration Officer and provided an update on the work undertaken to date. He explained that he had spoken and met with over 60 people representing 45 organisations to gather the views of stakeholders about the town centre. He explained that he is always willing to engage with Councillors and constituents and always pleased to hear the views of others in relation to how the town centre could be improved. He expressed the view that the town had a major opportunity to improve coming out of Covid and on the back of the master planning work proposed.

The Mayor thanked Mr McCardle for his update.

Councillor Brown advised that he was on the Town Centre Revitalisation Partnership and that the first stage of the project would last approximately 12 months but the delivery of improvements and the proposals coming out of the planning work would take longer to deliver.

Members noted the update.

### **C/21/108) Community Governance Review – Working Group**

The Clerk reminded Members that in October 2021 the Town Council created a Working Group to consider the two boundary change proposals submitted by the Town Council previously which had been deferred by Cornwall Council until the current administration. He advised that the group had met and elected Councillor French as Chair and Councillor Brown as Vice Chair. The Chair had agreed to draft the case in relation to land at Higher Trewhiddle Farm and the Vice-Chair would draft a response in relation to Boscoppa/Carclaze. The group is due to meet next on the 8<sup>th</sup> February to further progress matters and to review guidance and consultation recently published by Cornwall Council.

It was **RESOLVED** to delegate to the Clerk in consultation with the Working Group authority to submit further evidence in relation to the two outstanding areas for consideration if necessary.

It was **FURTHER RESOLVED** that a budget of £5,000 be allocated and the Clerk be authorised to incur expenditure up to a maximum of £5,000 should any expenditure be necessary in relation to this exercise.

*\*\*Councillor Pearce left the meeting during the next item\*\**

### **C/21/109) Queen's Platinum Jubilee – Working Group**

Councillor Lanxon as Chair of the Council's Working Group provided an update on the thought processes of the group and the options available to the Town Council. Members discussed the relevant merits of the Town Council organising events and providing support for community groups who wished to organise events. After considerable debate and concern with regard to the lack of staff resource, it was



agreed that it would be most appropriate for the Town Council to facilitate events in its parks and to offer assistance to community groups who wish to arrange events.

It was **RESOLVED** that the Town Council should publicise that it was prepared to allow community groups to hold events in the Council's parks and to offer financial assistance from the budget set aside for community events celebrating the Queen's Platinum Jubilee.

*\*\*Councillor Bull left the meeting\*\**

### **C/21/110) Scheme of Delegation**

Members noted the decisions made under the Scheme of Delegations.

### **C/21/111) Highways Schemes**

The Clerk advised that Cornwall Council had invited suggestions for Highways Schemes to be considered under the Community Network Highways Scheme which had an annual budget of £57,000.

It was **RESOLVED** that Councillors should make suggestions to their local Cornwall Councillor for collation and reporting back to the Community Link Officer.

### **C/21/112) Climate and Environment Activities**

Councillor Hamilton provided an update on the Town Council's Climate and Environment activities which covered:

- The Town Council's Action Plan
- The People's Climate Festival on the 25<sup>th</sup> October 2021
- The Council's tree planting record and plans to plant a further 100 trees
- Ocean Housing's proposals to improve the energy efficiency of its dwellings linked to the sale of properties
- Progress with bidding for electrical charging points in Priory Car Park
- E-Bike pilot scheme and the development of a Local Cycling and Walking Infrastructure Plan (LCWIP)

Councillor Hamilton commended the work of the Operations Manager and his team and highlighted the Town Council's record of sowing wildflower seeds, planting trees and bulbs. Councillor Hamilton advised that it was hoped to have another meeting of the Climate and Environment Committee when progress was made with the EV charging points, E-Bike pilot and LCWIP.

The Mayor thanked Councillor Hamilton for his update.

### **C/21/113) Poltair Café**

The Clerk advised that an approach had been received from a potential operator for Poltair Café who had suggestions for improving the layout of the building and was interested in operating it as a simple café subject to improvements being made to the layout of the café. The Clerk advised that there was still approximately £4,000 available from the original budget and asked permission to negotiate with the potential operator and grant a tenancy for a trial period.

It was **RESOLVED** that the Clerk be granted authority to negotiate a tenancy and trial period with the operator proposed and to undertake works necessary to accommodate this operator.

### **C/21/114) Members appointed to outside bodies update reports**

Councillor French advised that the BID had undertaken a survey of vacant premises which demonstrated that St Austell had fewer vacant premises than the national average. He advised that the Welcome Back Fund had allocated £17,000 for events to be managed by the Hall for Cornwall in St Austell before the end of March. He advised that the BID was pleased with the range of events being planned.

Councillor Styles advised that he is no longer on the Committee of the Chamber of Commerce but that a meeting was planned for 5.45pm on Thursday at the Gurkha Restaurant. The Mayor, Councillor Double and Councillors Styles would all be speaking at this event. A further event is planned for the 25<sup>th</sup> February at Moustache Jacks at which Annette Miller (St Austell BID Manager) and Bill Holland (White River Place) would be speakers.

Councillor Hamilton advised that CASA would be undertaking a litter pick in Linear Park at 9.30am on the 1<sup>st</sup> February 2022.

Councillor Thompson advised that he had attended meetings with the Planning Partnership and received reports on flooding and enforcement. He added that he had attended a Safer St Austell meeting and the key message was to report all crimes and anti-social behaviour. He further advised that SELAG are preparing for the end of the programme and absorption back into Cornwall Council.

### **C/21/115) Cornwall Councillor update reports**

Councillor Pears advised that work was still ongoing with regard to the future of the hydrotherapy pool in St Austell although increasing energy costs would not help. Cornwall Council was working with the NHS to look at alternative funding sources. He advised that the traffic lights at Porthpean Road are now operational and that the Slades Road parking space had been removed.

Councillor Double read her Cornwall Councillor report out as follows:

*"Quick run through of the meetings I have attended since the last Town Council meeting:*

- *Penwinnick Road workshop*
- *Trompe L'Oeil meeting – plans to put the original artwork in the Market House*
- *Community Network Monthly Members meeting*
- *The House Steering Group*
- *Town Revitalisation Partnership*
- *Meeting re an update on A30 Link Road*
- *Planning Meeting to discuss a new application for 20 Clarence Road*
- *Meeting with the new MD of Cornwall Airport Newquay*
- *Meeting with Bill McCardle – Regeneration Officer*
- *Meeting with new chair of Chamber of Commerce – I am due to speak at their meeting this coming Thursday.*
- *Usual meetings with Rachel Galbraith and Mark Ellis re St Austell*

- My usual Council Committee commitments with Airport and Customer Committee
- Telephone meeting with White River Cinema
- Meeting with Adam Birchall and Neal Read regarding Bodmin Road traffic lights – going to court 15<sup>th</sup> February.
- Meeting of Safer St Austell – raised the Trinity Street licencing application

So, the last few weeks have been busy.

Just to highlight a few things:

*Disappointed (but not surprised) re the Trinity Street "off licence" that was supposed to be a small convenience shop with a licence to sell alcohol. With the signage reading like it does – it is more like an off licence. Not open yet but I have had a guarantee from the Police that as soon as it is open they will go down and "have a look".*

*Good to meet Bill – and get his thoughts on the town and how this can feed into the wider piece of work being done with the Revitalisation Partnership.*

*Apart from the bits above I have also undertaken a great deal of casework, helping residents and ensuring their voice is heard and their concerns taken seriously."*

Councillor Rowse read his Cornwall Councillor report out as follows:

*"Good evening all*

*I want to thank the Clerk and Deputy Clerk for their persistence in getting the mobile CCTV camera back up in Bethel. I was persistent with them, but credit where credit is due. Before Christmas, the camera went back up and the residents of Chapel Field are incredibly grateful and have already noticed the dramatic change in behaviour on the estate since the camera went back up.*

*The camera is now placed in a strategic location – a crime hot-spot and is mounted by an anti-climb frame with anti-climb paint. We need to ensure our communities feel safe and I remain committed to doing everything it takes to ensure that we can all feel safe in our own town.*

*Figures released in January show that St Austell was second on the list for 'dog poo hotspots' in Cornwall. Dog poo in and around St Austell is an issue. On the grass verges, on the pavements and in the parks. It's not on.*

*While St Austell is second on the list, this isn't necessarily a bad thing. This means that St Austell has the second highest amount of reports of dog poo. That's a good thing. By reporting it, this means the dog warden will visit the area so we can try and catch dog owners in the act. Like anything, resources go where reports are.*

*Having already asked the clerk what this town council is doing to tackle the issue, I will take this up with Cornwall Council and the Dog Warden to ensure we get the patrols we need and that intelligence is acted on.*

*In January I was pleased to see the Porthpean Road junction improvements have also been completed. I must say, it really is an improvement and I know it's appreciated*

*by parents doing the school pick-up and drop offs, and businesses on Porthpean Road.*

*The project included the relocation of the existing Toucan crossing, traffic signals and central islands on the eastern arm, to a newly formed signalised junction and right turn in to Porthpean Road one-way system. A new footpath has been created in the existing verge, including new paving, and wildflowers and bulbs planted in the grass verges.*

*I was also pleased to see the new football goals being put up across the town council parks in the town, and I look forward to seeing new ones erected at Bethel Park in the very near future. As Chairman of a local football team, this is something that is important to me and we should be doing everything we can to encourage our kids to play sports in the town.*

*Over the Christmas period I saw some young lads playing football in Bethel Park. Must've been no more than 11/12 years old in their football kits having a great time. That's exactly what we want to see in the town.*

*We must remember that England's first million pound goalkeeper, and former England goalkeeper Nigel Martyn trained on Bethel Park in those football goals. Something small like getting new goal posts goes a long way. It's the little things. Great work by the Town Council's operations team.*

*At Christmas it was a pleasure to have Christmas lunch with the Tuesday Bethel Luncheon Club at Bethel Chapel - a luncheon club that's been going on for over 15 years for those in the area over the age of 70 - and they meet every Tuesday for lunch for company! For many of them, it's the only time of the week when they leave the house. Delighted to have paid for the Christmas lunch for the 30 of them out of my community chest, with the lunch provided by the White Hart in St Austell. A great afternoon with some festive singers!*

*We've also had some roads resurfaced in January which has gone down well including Meadway. In October I raised with Highways the state of the road in Meadway and am delighted that in less than two months, the whole road has been resurfaced. Since then I have been up to Glendale Crescent and the bird sanctuary, and have requested that they also be resurfaced.*

*Talking of highway matters, today I submitted my asks for the Network Highways Scheme. As per the scheme, it is our job to present problems to Highways, and it is their job as the experts to come up with the solution. There are clearly a number of highways issues in my Division so I have included the following on my submission:*

- Parking on Brockstone Road*
- Parking on the junction of Boldventure Road*
- Parking on junction of Whieldon Road from Daniels Lane*
- Parking in Shelley Road*
- Parking on Trenowah Road*
- Speed of traffic on Daniels Lane*
- Traffic at school pick up time / dangerous parking Bishop Bronescombe and Sand Hill Academy*
- Parking on junctions in Retallick Meadows*
- Adoption of private road - Manfield Way*
- Change of waiting restrictions - Daniels Lane Car Park*

- *Repainting of disabled bays - Daniels Lane Car Park*
- *Issues with parking in Mayfield Close*
- *Official parking bays for Linear Park - Penhaligon Way*
- *Official parking bays for Bethel Park - Bucklers Lane (across from social club)*
- *Parking in the bird sanctuary*
- *Tesco roundabout - Daniels Lane*

*I'm looking forward to another busy month in February."*

Councillor Guest, Cornwall Councillor for Bugle and Roche advised that he had been involved in the making of "The Annual Conversation" film at Cornwall Council and that he would send a link to the film to the Clerk for circulation to all Councillors.

### **C/21/116) Schedule of Payments**

It was **RESOLVED** that the Schedule of Payments for the period 7<sup>th</sup> December 2021 to 21<sup>st</sup> January 2022 totalling £110,525.55 be approved.

### **C/21/117) Schedule of Meetings – 2022/23**

Members noted a draft Schedule of Meetings for the 2022/23 civic year. The Clerk reported that the Chair of the Planning and Regeneration Committee had asked that the proposed planning meeting on the 13<sup>th</sup> June 2022 be moved to the 20<sup>th</sup> June 2022.

It was **RESOLVED** to approve the Schedule of meetings for the 2022/23 civic year, subject to the above amendment.

Councillor Brown asked that it be minuted that if additional staff resource can be found the planning meetings be arranged at regular four weekly intervals in the future.

### **C/21/118) Dates of Meetings**

It was noted that the next Town Council meeting is due to take place on Monday 21<sup>st</sup> March 2022.

The meeting closed at 8.11pm.





# St Austell Town Council



## NOMINATION FORM ELECTION OF MAYOR 2022/23

We, the undersigned Members of the Council, wish to nominate

Councillor ANDREA LANXON

As Mayor of St Austell for the Civic Year 2022/23

**Proposer:** Councillor DEBORAH GEORGE

**Signed**



Date 28-2-22

**Seconder:** Councillor Anita Cohen

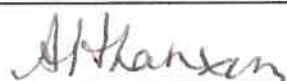
**Signed**



Date 28/2/22

I, Councillor ANDREA LANXON agree to my name going forward for consideration in the election of Mayor for 2022/23

**Signed**

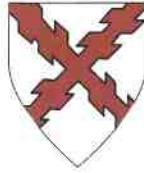


Date 28th FEBRUARY 2022

Please be advised the deadline for nominations is **4pm, Monday 14th March 2022**



# St Austell Town Council



## NOMINATION FORM ELECTION OF MAYOR 2022/23

We, the undersigned Members of the Council, wish to nominate

Councillor Andrea Lanson

As Mayor of St Austell for the Civic Year 2022/23

**Proposer:** Councillor Julie Fox

**Signed**

J. Fox

Date 1.3.22

**Seconded:** Councillor Jonathan Young

**Signed**

[Signature]

Date 1/3/22

I, Councillor ANDREA LANSON agree to my name going forward for consideration in the election of Mayor for 2022/23

**Signed**

A Lanson

Date 18 March 2022

Please be advised the deadline for nominations is **4pm, Monday 14th March 2022**



# St Austell Town Council



## NOMINATION FORM ELECTION OF DEPUTY MAYOR 2022/23

We, the undersigned Members of the Council, wish to nominate

Councillor Anne Double

As Deputy Mayor for the Civic Year 2022/23

**Proposer:** Councillor Jordan Rowse

**Signed**

Date 14/03/2022

**Seconded:** Councillor Richard Pears

**Signed**

R.Pears

Date 14/03/2022

I, Councillor Anne Double agree to my name going forward for consideration in the election of Deputy Mayor for 2022/23

**Signed**

Date 14/03/2022

Please be advised the deadline for nominations is **4pm, Monday 14th March 2022**





# St Austell Town Council



## NOMINATION FORM ELECTION OF DEPUTY MAYOR 2022/23

We, the undersigned Members of the Council, wish to nominate

Councillor Crystal Pearce

As Deputy Mayor for the Civic Year 2022/23

**Proposer:** Councillor TIM STYLES

**Signed**

Date 7/3/22

**Seconded:** Councillor JACKIE BULL

**Signed**

Date 7/3/22

I, Councillor Crystal Pearce agree to my name going  
forward for consideration in the election of Deputy Mayor for 2022/23

**Signed**

Date March 7. 2022

Please be advised the deadline for nominations is **4pm, Monday 14th March 2022**



**From:** admin <admin@sparse.gov.uk>  
**Sent:** 09 March 2022 11:35  
**Subject:** Local Councillor Panels - Rural Vulnerable Young and Older People

**\*This is a reminder email to all RMTG members who are yet to nominate councillor/s for the panels. If you have previously completed the survey/responded to this email, please ignore it. \***

Dear RMTG member,

**We are establishing two virtual panels from our Rural Market Town Group, one with a focus on Young People in Rural Areas and one with a focus on Older People in Rural Areas. We would be grateful if you could nominate a Councillor from your Local Council that has an interest in each of these issues, it may be the same Councillor or a different one for each panel. This involvement would require them to participate in filling out a few online surveys in the future.**

### **Focus on Young and Older People in Rural Areas**

At our previous RMTG meeting we committed to further explore the topic of Young and Older People in Rural Areas. Both groups have been affected by the cutbacks resulting from years of financial austerity before Covid and the pandemic will only have worsened that situation.

Many services in rural areas have been reduced or discontinued and this can result in greater risk of these groups becoming more vulnerable. Lack of viable public transport options, difficulties accessing health and care support services and poor connectivity all exacerbate this situation. We would like to set up a list of a nominated contacts for each Local Council for Young People and Older People respectively to form Virtual Panels. These representatives will not necessarily be the appointed representative but will be the Councillors who have a specific interest in Young or Older People.

### **What will these virtual panels do and how will they work?**

While we do work with other National bodies and organisations exploring the challenges facing Young and Older People in rural areas, we would greatly appreciate input from those who are actually in the local communities. We appreciate that your time is limited, however we are keen to understand the issues facing both groups from a local perspective. Therefore, to gain invaluable insight from you we propose to send online surveys to nominated Councillors (a maximum of 3 surveys per year). These online surveys would be easy and would take a maximum of 5-10 minutes to complete. The input provided by the Councillors via these surveys would be invaluable as it would provide us with real local knowledge and opinions to help inform our national campaigning – Revitalising Rural.

### **How can your local councillor get involved?**

If you wish to be a part of the virtual vulnerability panel on young and/or older people in rural areas (or know a councillor at your local authority that would be interested), we would be grateful if you could complete the short survey below which asks you to provide nominated councillor names and their contact details. The contact details collected will be used in the future to get in touch with relevant surveys and information.

[Please click here to complete the survey](#)

**Please note that this survey will close on the 31<sup>st</sup> of March 2022.**

Please note that by completing any of our surveys your contact details will be maintained in accordance with GDPR and Data Protection Regulations.

If you have any queries or questions about these Virtual Panels, please do not hesitate to contact us by emailing [admin@sparse.gov.uk](mailto:admin@sparse.gov.uk).

Kindest regards,

David

**David Inman**  
**Corporate Director**  
**Rural Services Network**  
**Twitter @RSNonline**  
**Tel: 01822 851 370**

The Rural Services Network seeks to provide a voice for rural communities by representing rural services, networking between rural service organisations and establishing and broadcasting best practice in rural service provision. It comprises SPARSE Rural, the Rural Assembly, the wider Rural Services Partnership and the RSN Community Group. The organisation works with Rural England, a stand-alone CIC research group.

The Rural Services Partnership Limited is a registered company (0696 0646) in England & Wales.

**MINUTES of a MEETING of ST AUSTELL TOWN COUNCIL PLANNING AND REGENERATION COMMITTEE held on MONDAY 7<sup>th</sup> FEBRUARY 2022 in the Council Chamber, 39 Penwinnick Road, St Austell, Cornwall PL25 5DR at 6pm.**

**Present:** Councillors: Bull (Chair), Cohen, Fox, French, Hamilton, Lanxon, McDonagh, Pearce, Stephens, Styles and Thompson.

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

**P/21/91) Apologies for absence**

Apologies for absence were received from Councillors Brown and Pears.

**P/21/92) Declarations of Interest**

There were no declarations of interest.

**P/21/93) Dispensations**

None.

**P/21/94) Minutes from the Meeting dated 6<sup>th</sup> December 2021**

It was **RESOLVED** that the minutes of the meeting held on the 6<sup>th</sup> December 2021 be approved and signed as a correct record.

**P/21/95) Matters to Note**

The Clerk advised that further to minute P/21/85 the applicant for Vons Coffee House had amended the licensing application to reflect the views of the Committee.

**P/21/96) Public participation**

The Chair advised that she would invite members of the public to speak when each application was considered.

**P/21/97) Planning Applications**

- i. **PA21/06593:** 37 Boscoppa Road St Austell Cornwall PL25 3DS. Erection of extension to building.

The Clerk outlined the Council's views when considering applications on this site previously and advised that he had received two letters from neighbours who wished their statements read out to the Committee.

The Chair invited the applicant to speak. Mr Bate explained his intention to demolish a sub-standard extension and enlarge his property to accommodate his growing family. He assured the Committee that he had

no intention to create a second dwelling on the site or to access the site from Beacon Close after the construction stage.

The Clerk read correspondence from Mr Hancock and Mr and Mrs Jenkins. Members felt that planning conditions should be imposed to ensure that the property would remain as a single dwelling and that permanent access off Beacon Close is not permitted.

It was **RESOLVED** to make no objection subject to conditions to ensure that the extension could only be used as an integral part of the host dwelling and no access be permitted off Beacon Close after the construction phase.

- ii. **PA21/06742:** Former Post Office High Cross Street St Austell Cornwall. Demolition of existing B8 warehouse to provide erection of 24 (C3) apartments over four floors with parking. (Revised Plans).

The Clerk explained that the applicants had improved the design significantly to reflect the criticisms of Historic England and Cornwall Council's Historic Environment team but that officers still had some concerns.

Mr Davis representing the applicant addressed some of the criticisms and explained the calculation of the affordable housing contribution for the scheme. He emphasised the benefits of this town centre development and the positive impact it would have on anti-social behaviour in the area.

It was **RESOLVED** to support the application.

- iii. **PA21/11592:** 32 Brookside St Austell Cornwall PL25 4HL. Proposal to demolish existing garage and replace with 2 storey extension with integral garage to ground floor and bedroom on first floor.

It was **RESOLVED** to make no objection to this application.

- iv. **PA21/11834:** 18 Bownder Vean St Austell Cornwall PL25 3DB. Proposed conversion of garage to form a bathroom and store.

It was **RESOLVED** to make no objection to this application and it was suggested that a condition should be applied to ensure that the conversion can only be used in conjunction with the host building.

- v. **PA21/11897:** Bradford Building Supplies Manfield Way St Austell PL25 3HQ. Revised traffic management.

It was **RESOLVED** to make no objection to this application.

- vi. **PA21/12461:** Land Fronting 47 Aylmer Square St Austell PL25 5LJ. Construction of 1 Artwork (relocation of a specific installation approved as per PA20/05311).

It was **RESOLVED** to make no objection to this application.



- vii. **PA21/12469:** 5 Church Street St Austell PL25 4AT. Advertisement consent for x 1 folded ACM fascia sign with digital print to face.

It was **RESOLVED** to make no objection to this application.

- viii. **PA21/12497:** 7 Gewans Meadow St Austell Cornwall PL25 4SB. Proposed single storey rear extension and raised decking area.

It was **RESOLVED** to make no objection to this application.

- ix. **PA21/12707:** Land At Pentewan Road St Austell Cornwall PL25 5BY. Hybrid planning application consisting of full planning permission for the erection of 86 dwellings (Use Class C3) and outline planning permission for 2,000 sqm of commercial, business and service space (Use Class E), provision of part of new link road, public open space, drainage and associated infrastructure.

Members discussed the importance of the link road and improved cycling and pedestrian routes and noted that this site had been identified in the Cornwall Council Land Allocation DPD as a mixed use site.

During the debate, Councillor Bull asked for assurance that the numbers of houses being delivered in St Austell against the Cornwall Council targets is being recorded and asked for an update on the numbers delivered.

It was **RESOLVED** to support the application subject to Cornwall Council securing the completion of the link road to the appropriate standard and ensuring that there are adequate pedestrian crossings, good cycle routes and safeguards for Sawles Road. It was also suggested that the pedestrian crossings at the A391/B3273 junction should be reviewed and improved when the link road is completed.

- x. **PA21/12757:** Land West Of Evergreen Cottages Treverbyn Road St Austell Cornwall. Residential development of 48 affordable dwellings, the formation of an access from Treverbyn Road and other associated works (including demolition of existing buildings).

Members discussed the importance of affordable housing but had strong reservations about the location, the access off the busy Treverbyn Road and the impact on the local infrastructure. It was stated that the site related poorly to both Scredda and St Austell and was part of the green area separating the two settlements. There was also concern expressed about the quality of the public open space proposed.

It was **RESOLVED** to object to the application on the grounds that the site is located on rising ground between St Austell and Scredda which is prominent and open to views from the west, south and east. It is poorly related to and does not integrate with either settlement and will be out of character in the landscape. Members expressed concern, linked to the previous appeal decisions and High Court judgements about the impact of

development in the open countryside and the need to respect the boundary between rural and urban areas.

It was further suggested that if the proposed development is approved that the design/layout should be changed to improve the open space and construct the housing in a manner to avoid future expansion in to adjoining fields to reflect the appeal decisions and High Court judgements.

- xi. **PA22/00001:** 8 Growan Road St Austell PL25 3JP. Two storey extension to rear to create a 3 bedroom property.

It was **RESOLVED** to make no objection to this application.

#### **P/21/98) Premises Licence Applications**

None.

#### **P/21/99) Planning Decisions**

It was **RESOLVED** to note the report.

#### **P/21/100) Cornwall Council – Urgent Delegated Planning Decisions**

None.

#### **P/21/101) St Austell Revitalisation Partnership**

The Clerk advised that a draft report had been prepared for the Town Centre Revitalisation Partnership meeting on the 17<sup>th</sup> February setting out the work areas which consultants should develop. This will be refined and brought to councillors shortly. Work will be ongoing on developing tender and contract documentation.

#### **P/21/102) Dates of Meetings**

It was noted that the dates of the next meetings of the Planning and Regeneration Committee are Monday 7<sup>th</sup> March 2022 and Monday 11<sup>th</sup> April 2022.

The meeting closed at 7.30pm.

**MINUTES of a MEETING of ST AUSTELL TOWN COUNCIL PLANNING AND REGENERATION COMMITTEE held on MONDAY 7<sup>th</sup> MARCH 2022 in the Council Chamber, 39 Penwinnick Road, St Austell, Cornwall PL25 5DR at 6pm.**

**Present:** Councillors: Brown (Chair), Bull, Fox, Hamilton, Lanxon, Pearce, Stephens, Styles and Thompson.

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

**P/21/103) Apologies for absence**

Apologies for absence were received from Councillors Cohen and French.

Councillor Pearce had advised that she would be late.

**P/21/104) Declarations of Interest**

Councillor Brown declared an interest in Agenda Item 12 as the applicant.

**P/21/105) Dispensations**

None.

**P/21/106) Minutes from the Meeting dated 7<sup>th</sup> February 2022**

It was **RESOLVED** that the minutes of the meeting held on the 7<sup>th</sup> February 2022 be approved and signed as a correct record.

**P/21/107) Matters to Note**

The Clerk advised that he had nothing to add.

**P/21/108) Public participation**

The Chair advised that he would allow members of the public to speak at the next agenda item.

*\*\*Councillor Thompson arrived during the next item\*\**

**P/21/109) Planning Applications**

- i. **PA21/11820:** 20 Clarence Road St Austell PL25 5NL. Proposed ground floor extension and addition of a first floor and garage including a roof terrace and various ancillary and incidental works including changes to fenestration and cladding.

The Clerk explained that a slightly amended planning application had been received with an amended site boundary, the omission of a workshop and more details about trees.

He outlined the Town Council's previous reasons for objection and the new Planning Officer's views which challenged many of the historic reasons for objection.

He also read a statement from Cornwall Councillor Anne Double who was not against the redevelopment of this site but was opposed to the application in its current form.

Mrs Norman, Mr Norman and Mrs Bray spoke in opposition to the proposal and raised a number of concerns including:

- Only minimal changes were proposed;
- The property could easily be changed into a HMO;
- The proposed ridge height and potential over-looking issues;
- Loss of privacy;
- Access and parking issues;
- Drainage/sewerage problems in the area;
- The impact on the bank supporting Sparnon Close;
- The proposal being out of character with the area;
- Over-development of the site;
- Proximity to White River.

*\*\* Councillor Pearce arrived during this item \*\**

Members expressed strong concerns about the scale of the proposed development and its unsuitability for the area around Clarence Road. There was also concern about the potential erosion of the bank towards the rear of the site. Members suggested that a single storey development with a footprint nearer in size to the existing building would be more acceptable.

It was **RESOLVED** to maintain a strong objection to this application on the grounds of:

- The proposed development being out of character with the area in terms of scale, design and appearance;
- The extension being too large and its design being out of keeping with the host dwelling;
- The proposed dwelling being too large and constituting over-development;
- The proposal being over-bearing and leading to a loss of privacy;
- Inadequate parking arrangements and turning space linked to a poor access;
- The 2019 NPPF advice that "Permission should be refused for development of poor design that fails to take the opportunities available for improving the character and quality of an area and the way it functions". This proposal will lead to less efficient functioning of the area.

- ii. **PA22/00177:** 33 Bodmin Road St Austell PL25 5AE. Improvement and enlargement of terrace to rear of property.

It was **RESOLVED** to make no objection to this application.

- iii. **PA22/00249:** 29 Growan Road St Austell PL25 3JP. Construction of new garden room to be used as hobby room and occasional bedroom.

It was **RESOLVED** to make no objection to this application.

- iv. **PA22/00458:** Gwethnoc Parc 24 Truro Road St Austell PL25 5JF. All existing external windows and door to be replaced with new timber framed, double glazed units.

It was **RESOLVED** to support this application.

- v. **PA22/00610:** 61 South Street St Austell PL25 5BN. Proposed conversion of garage to dwelling.

It was **RESOLVED** to support this application but to suggest that stone facing under the new window would be preferable to cladding.

- vi. **PA22/00808:** Trevarrick Hall Trevarrick Drive St Austell PL25 5JP. Works to a tree in a tree preservation order area, works are for the felling of a mature Ash tree (Tree 1) due to serious honey fungus damage around a large percentage of its base.

It was **RESOLVED** to make no objection to this application providing the Tree Officer believes that the tree should be taken down and another tree is planted to replace it.

- vii. **PA22/01232:** 4 Trevone Crescent St Austell PL25 5ED. Two storey extension to provide an additional bedroom and new sitting room.

Members noted that the proposed extension was large and very close to a steep bank. They also noted the concerns of a neighbour.

It was **RESOLVED** to make no objection to this application subject to:

- Incorporation of an engineered retaining wall to counter the significant risk of landslip from the steep 5m high earth bank and the potential impact on the neighbouring property;
- The windows in the extension being made to match those in the host dwelling;
- The rooflight being non-opening and obscure glazed.

- viii. **PA22/01288:** Truro Road Recreation Ground Truro Road St Austell Cornwall. Works to a tree in a conservation area, works are for the removal of a dead Cherry tree, to be replaced with Magnolia.

It was **RESOLVED** to make no objection to this application.

- ix. **PA22/01344:** 6-7 Church Street St Austell Cornwall. Remodelling and conversion of the southern section of the property on South Street. The proposal will rationalise the commercial space on the lower ground floor and create four flats on the ground floor cycle and bin storage.

It was **RESOLVED** to support this application subject to compliance with the recommendations of the Historic Environment Planning Officer.

- x. **PA22/01345:** 6-7 Church Street St Austell Cornwall. Listed Building Consent for remodelling and conversion of the southern section of the property on South Street. The proposal will rationalise the commercial space on the lower ground floor and create four flats on the ground floor cycle and bin storage.

It was **RESOLVED** to make no objection to this application subject to compliance with the recommendations of the Historic Environment Planning Officer.

- xi. **PA22/01529:** 24 Bethel Road St Austell Cornwall PL25 3HB. Proposed rear extension with renovation works.

It was **RESOLVED** to make no objection to this application.

- xii. **PA22/01669:** 3 Market Street St Austell Cornwall PL25 4BB. Re-laying of existing granite pavings in south west corner of 'The Trinity Centre' (Former Hop and Vine Pub) to provide level disabled access to both the new cafe and the existing Museum entrance to Market Hall.

It was **RESOLVED** to support this application.

- xiii. **PA22/01670:** 3 Market Street St Austell Cornwall PL25 4BB. Listed Building Consent for the re-laying of existing granite pavings in south west corner of 'The Trinity Centre' (Former Hop and Vine Pub) to provide level disabled access to both the new cafe and the existing Museum entrance to Market Hall.

It was **RESOLVED** to support this application.

- xiv. **PA22/01901:** 28 Tregorrick View St Austell Cornwall PL25 4EE. Works to trees in a conservation area, works to include the felling of two Leylandii trees to their stumps.

It was **RESOLVED** to make no objection to this application.

- xv. **PA21/01006:** Sedgemoor, St Austell, Cornwall PL25 5AS. Proposed 67 Bed Hotel with associated parking and servicing.

The Chair and members agreed to deal with this application urgently as Cornwall Council had not notified the Town Council of the revised application and the official consultation period had expired.

Members noted the comments of the Historic Environment Planning Officer and the Clerk read a statement from Cornwall Councillor Anne Double.

It was **RESOLVED** to support this application subject to the developer incorporating the improvements recommended by the Historic Environment Planning Officer.

It was **FURTHER RESOLVED** to write to Cornwall Council expressing disappointment that the Town Council had not been consulted on this application in a timely manner.

### **P/21/110) Premises Licence Applications**

None.



### **P/21/111) Planning Decisions**

It was **RESOLVED** to note the report.

### **P/21/112) Cornwall Council – Urgent Delegated Planning Decisions**

None.

### **P/21/113) Town and Country Planning (Tree Preservation) (England) Regulations 2012 - Trevarrick Wood Bordering Gover Road, St Austell**

It was **RESOLVED** to support both the proposed provisional Tree Preservation Order and its permanent replacement.

### **P/21/114) Town and Country Planning (Tree Preservation) (England) Regulations 2012 - Land Between Aspen Drive and Boscoppa Road, Aspen Drive, St Austell**

Councillor Brown explained the background to this proposed Tree Preservation Order, reiterated his interest in this matter as applicant and left the room. Councillor Bull assumed the Chair for this item.

It was **RESOLVED** to support the both the proposed provisional Tree Preservation Order and its permanent replacement.

*\*\*Councillor Brown returned to the meeting and assumed the Chair\*\**

### **P/21/115) St Austell Town Centre Revitalisation Partnership**

The Clerk advised that the Town Centre Revitalisation Project at its meeting on the 17<sup>th</sup> February 2022 approved a list of potential projects/issues for consultants to focus on. The list was developed following extensive discussions and engagement with stakeholders. The list has been edited and incorporated into a draft tender document for the recruitment of consultants to undertake a range of tasks including:

- An accessibility audit
- A signage, lighting and wayfinding review
- Identifying opportunities to repurpose properties for housing and leisure
- Designs, costs, proposals for improvement schemes
- A vision and masterplan.

The tender invitation and specification document is nearing completion and the timescales for inviting and appointing tenderers is extremely tight.

As there will be other towns competing for Government funding in due course speed was of the essence. An evaluation process is required and the Clerk advised that he would like a panel possibly comprising the Chair and two Vice Chairs of the Partnership and the Mayor and/or Chair of Finance and General Purposes Committee to work with the Clerk to undertake a robust evaluation process on behalf of both the Partnership and the Town Council.

Members discussed the need for democratic input into the Revitalisation Project, the need for realistic, deliverable projects, the importance of local knowledge, the role and skills required of consultants and the need for St Austell to be well placed to attract Government funding when its availability is announced.

It was **RESOLVED** to welcome the work of the Clerk and the Town Centre Partnership and support the continuation of this work and to request a full report to the full Council meeting on the 21<sup>st</sup> March 2022.

**P/21/116) Dates of Meetings**

It was noted that the dates of the next meetings of the Planning and Regeneration Committee are Monday 11<sup>th</sup> April 2022 and Monday 16<sup>th</sup> May 2022.

The meeting closed at 8.25pm.

**MINUTES of a MEETING of the FINANCE AND GENERAL PURPOSES COMMITTEE held on MONDAY 21<sup>st</sup> FEBRUARY 2022 in the Council Chamber, 39 Penwinnick Road, St Austell, PL25 5DR (Cornwall Council Offices) at 6pm.**

**Present:** Councillors Brown, Bull, Clemo, French (Chair), Lanxon, Nott, Pearce and Rowse.

**Also Present:** Councillors Hamilton and Thompson.

**In attendance:** David Pooley (Town Clerk), Sara Gwilliams (Deputy Town Clerk) and Terry Shaw (Library Manager).

**F/21/56) Apologies for absence**

Apologies for absence were received from Councillors George, Pears and Young.

**F/21/57) Declarations of Interest**

None.

**F/21/58) Dispensations**

None.

**F/21/59) Minutes of meeting held on 8<sup>th</sup> November 2021**

It was **RESOLVED** that the minutes of the meeting held on the 8<sup>th</sup> November 2021 be approved and signed as a correct record.

**F/21/60) Matters to Note**

The Clerk advised that the "Find, Park, Pay" car park app is trialling well and that if usage remains good, he will review the Phone and Pay mobile phone payment system and possibly recommend to Members that in due course it is terminated. He added that on the back of the Town Council's trial, "Find, Park, Pay" has obtained a second contract and confirmed that the G4S cash collection contract is back on track and working reasonably well.

Councillor Brown referred to minute number F/21/53 and advised that following an informal conversation with Simon Mould, it is clear that Cornwall Council's budget cuts will have a considerable impact on the localism service. Councillor Brown expressed concern that the cuts might affect the service currently provided to Town and Parish Councils and suggested that an agenda item should be put on the next Finance and General Purposes Committee for the Cornwall Councillors to provide an update on the Localism Service.

It was **RESOLVED** that the Clerk would liaise with the Cornwall Councillors and arrange for an update to be provided on the Localism Service at the next Finance and General Purposes Committee.

**F/21/61) Public participation**

There were no members of the public present.

The Chair advised that to allow the Library Manager to leave the meeting in good time, he would like to bring agenda item 15 (St Austell Library) forward to the next item.

### **F/21/62) St Austell Library**

Mrs Terry Shaw, Library Manager, provided a comprehensive presentation to Members and listed the following services carried out from St Austell Library:

- Click and collect service (during the pandemic)
- Administration of the performing arts collection
- Support for the Home Library Services (RVS volunteers)
- Support for the Hospital Car Service (RVS volunteers)
- Craft displays for local people to sell their products
- Student Work Experience for year 10 students
- Duke of Edinburgh work experience for under 16's
- School class visits (6 confirmed for March)
- Sale of seagull sacks

The library has 10 access computers and facilitates 3 reading groups, 2 creative writing groups and hosts a 6 week Summer Reading Challenge servicing 19 junior schools in the locality.

She added that the support association (SALSA) continues to support the library and outlined past and present projects such as dementia workshops, childrens' craft projects, WW1 centenary play (Tommy's suitcase) and the very successful Shire Horse visit to the library garden. Mrs Shaw explained that during the pandemic SALSA distributed funding to unpaid carers to allow unpaid carers to have a treat which gave carers some valued "me" time which they ordinarily were unable to have. SALSA has recently set up a veterans' gardening club and organised many cycle related projects in conjunction with Halfords in the run up to and during the Tour of Britain in September 2021.

Mrs Shaw advised that the forthcoming events at the library include a health and wellbeing drop in and a trading standards drop in. A photography exhibition, tea dance and early evening music events in the garden are planned for the Jubilee celebrations.

### **F/21/63) Budget Monitoring Report**

The Clerk advised that car park income is healthier than anticipated and should meet the budget projections at the end of the financial year. The Town Council has received a number of grants during the year and there is an under spend on payroll due to two grounds maintenance staff vacancies. There is a pay award pending. He advised that there is likely to be a surplus at the year-end although the Operations Manager is currently working on playground safety surface repairs and the tarmacking of a section of the car park which will reduce the projected surplus. He added that the old toilet block in Poltair Park cannot be demolished until the results of a further bat survey has been carried out in May.

Arising from a question, the Clerk confirmed that a budget of up to £5,000 had been secured for the Community Governance Review but there are no commitments yet against this budget.

It was **RESOLVED** to note the Budget Monitoring Report.

### **F/21/64) Ride on Mower – Replacement**

The Clerk advised that the lease for the first ride-on mower acquired by the Town Council in November 2016 is due end in November 2022 and that it is in need of replacement. The Clerk added that in the early years of devolution, it was felt prudent to lease rather than purchase outright due to budget uncertainties and the possibility of unforeseen expenses association with the transfer of assets. It has however become clear that an outright purchase is better value for money than leasing and recommended that a budget of up to £19,000 is identified to purchase a replacement mower to a standard required for commercial grass cutting and which adheres to highways and health and safety regulations.

It was **RESOLVED** to authorise the Town Clerk to negotiate the purchase of a new ride-on mower with a budget of up to £19,000.

### **F/21/65) Treasury Management**

The Clerk advised that the Treasury Management Strategy once again assumed a low risk approach to investments and that all excess funds at the present time are with Cornwall Council in a variable rate deposit account which offers flexibility and instant access. Members noted the investment income of approximately £3,000 per annum.

It was **RESOLVED** to note the report and approve the Treasury Management Strategy.

### **F/21/66) Risk Management**

The Clerk advised that it is a legal requirement to have a robust risk management register and that he had reviewed the current register in detail and identified the following areas as high risk:

- 2.1: Inadequate staffing resource
- 2.3: Loss of Key Staff
- 9.12: Physical and verbal abuse of staff
- 9.23: Non-renewal of lease of premises

During discussion, Councillor Brown identified an additional six risks that he felt should be considered and incorporated into the register:

1. The Town Council ceasing to have access to venues suitable for committees and smaller meetings;
2. The Town Council ceasing to have access to venues for large scale meetings;
3. The Town Council required to locate to a more expensive location;
4. The risks associated with the potential re-location of the library;
5. Deterioration of relationships with Cornwall Council;
6. Insufficient funding being made available from public sector sources in relation to the town centre revitalisation.

It was **RESOLVED** to approve the updated Risk Management Strategy and Strategic Risk Register.

It was **FURTHER RESOLVED** that the six additional risks identified be considered at the next meeting and if appropriate, consolidated into the existing Risk Register.

*\*\*Councillor Thompson left the meeting\*\**

#### **F/21/67) Insurance Tenders**

The Clerk apologised for the lack of a report but advised that due to the collapse of the insurance market he is struggling to obtain quotations for the renewal of the Town Council's insurance which is due for renewal with effect 1<sup>st</sup> April 2022. He advised that two major insurance companies have declined to quote and that the only quotation received so far is approximately three times the current premium. He advised that he is expecting one further quotation.

It was **RESOLVED** that the Clerk, in consultation with the Chair and Vice-Chair be authorised to evaluate the quotations received and appoint an appropriate insurer that best suits the Council's needs.

#### **F/21/68) WorkNest Health and Safety Audit**

The Clerk referred to the Health and Safety Audit and confirmed that the issues identified had all been addressed with the exception of the First Aid Training which is due to take place soon.

It was **RESOLVED** to note the Audit.

#### **F/21/69) CCTV**

Members reviewed a report setting out CCTV activity in Newquay and St Austell in 2021.

It was **RESOLVED** to note the January to December 2021 statistics.

#### **F/21/70) CIL Levy**

The Clerk advised that to date, the Town Council has received approximately £4,000 Community Infrastructure Levy (CIL) money and suggested to Members that it be earmarked to assist with pump prime funding for an improvement scheme at Bethel Park.

Arising from the above, it was suggested that the Town Council should consider the potential benefits of producing a neighbourhood plan and the resources required to produce one.

It was **RESOLVED** to earmark the CIL monies received to date for pump prime funding for a Bethel Park improvement scheme.

#### **F/21/71) Dates of Next Meetings**

It was noted that the next meeting of the Finance and General Purposes Committee is due to take place on the 4<sup>th</sup> April 2022.

The meeting closed at 7.38pm.



**MINUTES of ST AUSTELL TOWN COUNCIL COMMUNITY COMMITTEE held on MONDAY 28<sup>th</sup> FEBRUARY 2022 in the Council Chamber, Cornwall Council Information Centre, 39 Penwinnick Road, St Austell, Cornwall, PL25 5DR.**

**Present:** Councillors: Clemo, Cohen, Double, Fox, George, Guest, Nott, Stephens, Thompson (Chair) and Young.

**Also Present:** Councillor Hamilton.

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

**Also in attendance:** Annie Etheridge, Communication Support Services (accompanying Councillor Nott).

**CC/21/46) Apologies for absence**

Apologies for absence were received from Councillors Pearce, Pears and Rowse.

**CC/21/47) Declarations of Interest**

Councillor Fox advised that St Austell BID is a sponsor of the St Piran's Day Parade that she is helping to organise.

**CC/21/48) Dispensations**

There were no requests for dispensations received.

**CC/21/49) Minutes of the Meeting held on the 29<sup>th</sup> November 2021**

It was **RESOLVED** that the minutes of the meeting held on the 29<sup>th</sup> November 2021 be approved and signed as a correct record.

**CC/21/50) Matters to note**

The Deputy Town Clerk advised that further to minute CC/21/39 the ABC Residents Association did not take up the grant awarded as their Christmas event was cancelled due to Covid concerns. In relation to minute CC/21/41 an agreement has been signed by Bosum Buddies for the location of a re-cycling bin in Priory Car Park.

The Deputy Town Clerk further advised that a letter had been received from the Chairman of the St Austell Street Pastors advising that at their Extraordinary Meeting on 10<sup>th</sup> February 2022 they had taken the decision to disband the St Austell Street Pastors Group.

**CC/21/51) Public Participation**

None.

*\*\*Councillor Deborah George arrived during the next item\*\**

**CC/21/52) Helen Toms, Community Safety Officer (Mid Cornwall) and Catherine Kemp, Anti-Social Behaviour Caseworker (St Austell and Liskeard Sector)**

The Chair welcomed Helen Toms and Catherine Kemp to the meeting.

Mrs Toms explained the membership of the Safer St Austell Partnership and outlined the five priorities detailed in the Safer St Austell Delivery Plan:

- Public Confidence
- Anti-social behaviour
- Young People and youth crime
- Drugs and alcohol
- Domestic abuse and sexual violence

She advised that on Friday the partnership had hosted a community safety engagement event in the town centre and that they have plans for another community event at Chapel Field in April. An environmental visual audit targeting areas to address community safety concerns such as poor lighting, CCTV coverage, overgrown hedges and graffiti is also being planned.

With regard to anti-social behaviour, Mrs Toms advised that Catherine is now patrolling the town centre with partner agencies and is focussing on issues associated with young people. She expressed her delight that the Probation Service has confirmed that they will erect the new PSPO signage across Cornwall, including St Austell which has been outstanding for a long time.

Mrs Toms advised that there is a general issue with young people causing anti-social behaviour across the County, but stressed that compared to other towns, the current problems in St Austell are not too serious. Young People Cornwall and Action 4 Children are both fully engaged with Safer St Austell and are concentrating their efforts in the surrounding villages where most of the issues seem to be taking place.

Mrs Toms advised that reports of drink spiking are on the increase in Cornwall, but all tests carried out so far have been negative. Drink aware campaigns continue, and Safer St Austell works closely with We Are With You.

Training is being offered to help people understand/identify sexual violence and domestic abuse. Town Councillors are welcome to attend these sessions.

Catherine Kemp outlined to Members her previous role as a Senior Parking Officer and advised that her patch as an Anti-Social Behaviour Caseworker covers St Austell (including the Clays and St Blazey) and Liskeard. She advised that she has started to go out on patrols with the Police and that in the main it is the under 18 age group that is causing most concern. She advised that 7 Stage 1 warnings have been issued recently; 5 for St Austell and 2 for St Blazey. With regard to over 18's, 3 Stage 1 warnings have been issued; 1 for St Austell, 1 for St Blazey and 1 for Roche.

Arising from a question, she advised that a Stage 1 warning lasts for 3 months and if the behaviour has not changed in that time scale a Stage 2 is issued and then finally, if appropriate, a Criminal Behaviour Order (CBO). Mrs Toms advised that of all the Stage 1 warnings issued, on average 80% of people are not seen again and only 20% are escalated up to a Stage 2 warning and beyond.

Mrs Toms advised that they have a good relationship with schools and that she is due to meet with Cornwall College shortly following concerns about anti-social behaviour both inside and outside of the campus.

The Chair thanked Mrs Toms and Ms Kemp for their interesting presentation.



## **CC/21/53) Small Grants Scheme**

The Deputy Town Clerk advised that the Small Grants Scheme budget was set at £8,000 for the 2021/22 financial year and that there is approximately £4,000 left for the year ended 31<sup>st</sup> March 2022. She advised that 6 applications have been received for consideration, although at the suggestion of the Chair, the SALSA application would be considered with the other Jubilee Grants.

### *St Austell BID – Security PPE*

The Deputy Clerk outlined the importance of the security guards to the town and the benefits of adding a stab vest to their existing PPE, particularly as they are patrolling areas outside of the town centre at the request of the Town Council. The BID suggested that the cost of the vests could be split three ways between the BID, Town Council and Councillor Double's Community Chest. Members noted that £300 has been secured from Councillor Double's Community Chest.

It was **RESOLVED** to award St Austell BID £257.12 towards the cost of two stab vests for the BID and Town Council funded security guards.

### *St Austell BID – Christmas Lights*

The Deputy Clerk advised that the electrical wiring and boxes for the town centre Christmas lights are old and in desperate need of replacement. She advised that the Town Council contributes towards the cost of leasing the Christmas lights in the sum of £5,000 per annum.

Arising from a question, the Town Clerk confirmed that the Town Council is in a good position nearing the year end and could afford up to £5,000 if Members wished.

It was **RESOLVED** to award St Austell BID up to 50% of the costs involved, up to a maximum of £5,000.

### *Cornwall Air Ambulance*

It was **RESOLVED** to award Cornwall Air Ambulance £250 towards paramedic training.

### *Cornwall International Male Choral Festival*

It was **RESOLVED** to award the Cornwall International Male Choral Festival £250 towards the Festival due to take place in April at St Austell Brewery and St John's Church.

### *St Austell Choral Society*

It was **RESOLVED** to award St Austell Choral Society £250 towards their Spring concert in May 2022.

## **CC/21/54) Community Platinum Jubilee Grant Request**

The Deputy Town Clerk advised that £2,000 has been set aside for the community to apply for funding to hold street parties etc to celebrate the Queen's Platinum Jubilee.

She explained that in order to encourage lots of community activities she would like to make the process of applying for a grant as easy as possible for residents and avoid lots of form filling and bureaucracy. She advised that a jubilee poster inviting communities to apply is on social media and a few grant application forms have been sent out to interested parties, three of which were due for consideration at the meeting. She added that the Town Council normally provide grants for constituted bodies only but felt that an exception should be made for the jubilee grants as it is likely that individuals rather than organisations would be organising jubilee parties and the restriction to organisations only might limit the number of parties that can take place. The Deputy Clerk suggested that in order to safeguard any funding provided to individuals/organisations the following conditions could be applied:

- Receipts to show that the money has been used to purchase Jubilee items
- Submission of pictures of the event to go onto social media

The Deputy Clerk advised that as time draws closer to the Jubilee weekend in June, there will probably be more interest and applications received for funding nearer to that time and that a cautious approach should be taken now to ensure that funding is still available nearer to June. She also suggested that in anticipation of an influx of grant applications and the need to turn them around quickly, it might be prudent to put a process in place where they can be reviewed and approved by the Clerk in consultation with the Chair and Vice-Chair of the Committee.

The Deputy Clerk concluded by advising that she had approached Stepping Stones, Young People Cornwall and the Friends of Truro Road Park to see if they would be interested in putting on a Jubilee event in the Council's parks but to date no response had been received.

During discussion, the following issues were raised:

- The need to be cautious to ensure that there is enough budget available nearer to the Jubilee weekend when it is anticipated that an influx of applications will be submitted;
- The need to ask for receipts for items purchased;
- Make it a condition that alcohol cannot be purchased using Town Council funds.

#### *Residents of Glen-Dale Crescent and Glen-Dale Close*

It was **RESOLVED** to award the residents of Glen-Dale Crescent and Glen-Dale Close £50 towards their proposed Platinum Jubilee Street Party.

#### *Poltair Residents' Association*

A proposal was put forward to award Poltair Residents Association £250 towards their Jubilee Party at Lostwood Gardens.

An amendment was also put forward to award Poltair Residents Association £200 towards their Jubilee Party at Loswood Gardens which was carried 7 votes to 1.

It was **RESOLVED** to award Poltair Residents Association £200 towards their Jubilee Party at Lostwood Gardens.

### *St Austell Library Support Association*

The Deputy Town Clerk outlined the proposed events that SALSA are hoping to organise for the Queen's Jubilee as follows:

- Photography exhibition
  - Queen's reign over her seven decades
  - Photos depicting events taken place locally to celebrate the various jubilees throughout her reign
  - Photographs and memories archived for prosperity
- Photography masterclasses
- Tea dance prior to the Jubilee

It was **RESOLVED** to award St Austell Library Support Association £250 towards their Queen's Jubilee Jamboree.

### *Residents of Brookside/Parkway*

Members reviewed the application but felt that they needed a bit more information to decide on the appropriate level of funding.

It was **RESOLVED** that the Clerk should ask the residents of Brookside/Parkway for more details to enable a decision on the appropriate level of funding.

It was **FURTHER RESOLVED** that the Clerk, in consultation with the Chair and Vice Chair of the Committee be authorised to determine future Queen's Jubilee Grant Applications.

### **CC/21/55) St Austell Townscape Heritage Scheme**

The Town Clerk outlined the progress to date of the Townscape Heritage Scheme the first phase of which is drawing to a close. He advised that one of the properties agreed for improvement had fallen through and other properties were being identified to take its place. The Clerk advised that works to the Old Sunday School, Café Tengo and the Holy Trinity Church drinking fountain are still ongoing.

During discussion, Members expressed their full support for the Scheme and felt strongly that additional funding should be found to allow a Phase 2.

### **CC/21/56) Projects Update**

The Deputy Town Clerk provided the following update:

#### *CCTV*

Out of the 20 cameras in the town centre, one is not working due to the change of ownership of the building that it is attached to and failed attempts at trying to contact the owners. It is anticipated that an alternative will now have to be found on the advice of the Police and CCTV suite.

### *Grounds Maintenance*

The two apprentices are due to qualify in May/June and the recently installed polytunnel is proving to be a valuable part of their training. The grass cutting will, weather permitting, start towards the end of March at which time it is hoped that most of the winter maintenance jobs will be finished. The recent recruitment process for two grounds maintenance posts has unfortunately not been successful and will be the subject of a staffing report shortly. The Town Council fared quite well during the recent storm with no major damage within the Town Council's ownership. The most notable items of damage being a damaged fence at Poltair Park and a wall collapse at Woodland Close Park.

### *Woodland Road Park*

The Town Council's Working Group is due to meet with Mount Charles School tomorrow evening to discuss a revised proposal for their acquisition of part of the park. A full report will be submitted to full Council in due course once the Working Group has worked up a recommendation.

### *Bethel Park*

The goal posts for Bethel Park will be installed shortly and resource permitting the park will be the subject of a future refurbishment.

### *Week Treatment*

The foam spray treatment has recently been used to clean the play equipment and surfacing at Poltair Park and treatment of all parks utilising this method will be started soon. Complete Weed Control still spray the highways and pavements.

### *Poltair Park*

The toilet block cannot be demolished until a further bat survey has been undertaken in May. The goal posts have been installed.

### *Café*

Meetings have been held with two ladies who are very interested in running the café. They are however concerned about the layout of the café – particularly the lack of space for indoor seating. The Operations Manager is awaiting a quotation from a local builder for improvement of the layout.

### *Allotments*

Edible St Austell are still running the Landrew Road Community Garden and once constituted, hope to formally lease the land from the Town Council to enable them to obtain grant funding. The Alexandra Road allotments are all let, although one tenant had just handed her notice in. There is a waiting list of approximately 25 people.

### *Public conveniences*

The cleaning contract for Priory toilets is working very well.

### *Car Park*

Repairs to the surfacing in the car park next to St John's Church are due to be undertaken shortly. G4S are performing well, and the car park income is slightly better than budget but significantly below 2019/20 levels. The sale of season tickets is steady. The Falmouth University mobile telephone payment system "Pay 2 Park" is trialling very well and may result in the Phone and Pay mobile telephone app system being dropped in due course.

### *Youth Services*

A good outreach service is still carried out by Young People Cornwall with youth workers currently keeping an eye on Poltair Park and Thornpark Road following concerns about youths gathering in these areas.

### *Eden to Heligan Trail*

Cornwall Council has this week advertised a tender for an e-bike trial for a number of locations in Cornwall including St Austell. All being well, the trial should start in May/June.

### *Anti-Social Behaviour*

The security guards which are jointly funded by the BID and the Town Council are working really well and have recently been praised by the Sector Inspector and his Sergeant for the excellent work that they are doing which has helped them immensely by alleviating them from some of the day to day issues. The complex needs figures recently released by Cornwall Council are disappointing and will be followed up shortly.

### *Communications*

As suggested at the recent Finance and General Purposes Committee a short survey of users of the library is being undertaken over the next three weeks, starting tomorrow to assess the location, mode of transport and parking data of the existing users of the library.

### **CC/21/57) Dates of Meetings**

It was noted that the next meeting of the Community Committee is scheduled for Monday 28<sup>th</sup> March 2022.

The meeting closed at 7.20pm.



**ST AUSTELL TOWN COUNCIL**  
**COUNCIL MEETING – 21<sup>st</sup> MARCH 2022**  
**SCHEDULE OF PAYMENTS**  
**22<sup>nd</sup> JANUARY 2022 to 11<sup>th</sup> MARCH 2022**

**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. Payment 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. Where possible items are procured locally and from sustainable sources or using recycled materials.

**6. RECOMMENDATIONS**

It is recommended that Councillors approve the attached Schedule of Payments totalling £130,367.32.

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DAVID POOLEY - TOWN CLERK





# Detailed Account Transaction Report St Austell Town Council

From 22 January 2022 to 11 March 2022

Cash Basis					
Date	Payee	Payment Method	Reference	Amount	Account Name
25/01/2022	Salaries and oncosts - January 2022	BACS	EBP	£42,745.97	Salaries / Wages
25/02/2022	Salaries and oncosts - February 2022	BACS		£41,793.07	Salaries / Wages
4/02/2022	Payment: AD Sales Limited T/A Newquay & St Austell Voice	BACS	478152	£144.00	Recruitment
18/02/2022	Payment: Cornwall Council	BACS	8100225936	£90.00	Recruitment
24/02/2022	Sara Gwilliams - Refreshments - Library interviews	Petty Cash	PC19	£33.25	Recruitment
28/01/2022	Payment: SBR Electrical	BACS	2122423	£955.62	Repairs / Maintenance Premises
1/02/2022	Payment: Screwfix Direct Ltd	Direct Debit	1223091961	£9.98	Repairs / Maintenance Premises
4/02/2022	Payment: Cornwall Signs	BACS	39451	£108.00	Repairs / Maintenance Premises
7/02/2022	Payment: Fahey's Concrete Ltd	Credit Card	CC7.2.22	£262.80	Repairs / Maintenance Premises
11/02/2022	Payment: Allegra Integrated Solutions Ltd	BACS	255668	£273.00	Repairs / Maintenance Premises
11/02/2022	Payment: Cornwall Signs	BACS	39547	£24.00	Repairs / Maintenance Premises
18/02/2022	Payment: UK Radon Ltd	BACS	UK22/1398	£19.50	Repairs / Maintenance Premises
25/02/2022	Payment: Lorne Stewart	BACS	112838	£969.95	Repairs / Maintenance Premises
25/02/2022	Payment: Lorne Stewart	BACS	112837	£585.60	Repairs / Maintenance Premises
1/03/2022	Payment: Screwfix Direct Ltd	Direct Debit	1226677045	£124.99	Repairs / Maintenance Premises
1/03/2022	Payment: Screwfix Direct Ltd	Direct Debit	1227514999	£113.00	Repairs / Maintenance Premises
1/03/2022	Payment: Screwfix Direct Ltd	Direct Debit	1228921660	£52.24	Repairs / Maintenance Premises
1/03/2022	Payment: Screwfix Direct Ltd	Direct Debit	1226677037	£146.74	Repairs / Maintenance Premises
4/03/2022	Payment: Glendale Countryside Ltd	BACS	GC422-1483	£720.00	Repairs / Maintenance Premises
4/03/2022	Payment: Enviro Weed Control	BACS	280222	£280.00	Repairs / Maintenance Premises
11/03/2022	Payment: Cornwall Signs	BACS	39672	£192.00	Repairs / Maintenance Premises
15/02/2022	Payment: Cornwall Council	Direct Debit	80262013X/11	£4,948.00	Rates
15/02/2022	Payment: Cornwall Council	Direct Debit	802635724/11	£1,164.00	Rates
28/01/2022	Payment: Kent County Council	BACS	E8082841	£179.36	Electricity
3/02/2022	EDF Energy - Fore Street Pillar	Direct Debit		£96.18	Electricity
4/02/2022	Payment: SSE Business Energy	BACS		£7.00	Electricity
3/03/2022	EDF Energy - Fore Street Pillar	Direct Debit		£7.00	Electricity
4/03/2022	Payment: Cafe Tengo	BACS		£150.00	Electricity
18/02/2022	Payment: Kent County Council	BACS	Inv1	£345.14	Gas
4/02/2022	Payment: Source for Business	BACS	G8109104	£45.59	Water
4/02/2022	Payment: Source for Business	BACS	2076772602	£57.52	Water
4/02/2022	Payment: Source for Business	BACS	2076772602	£304.56	Water
18/02/2022	Payment: Source for Business	BACS	2076.8701.50	£25.87	Water
18/02/2022	Payment: Source for Business	BACS	2076989966	£26.21	Water
18/02/2022	Payment: Source for Business	BACS	2076969059	£33.44	Water
18/02/2022	Payment: Logical Cleaning Solutions	BACS	INV-4358	£588.98	Cleaning & Domestic Supplies
28/01/2022	Payment: Spot-On Supplies Ltd	BACS	21534888	£137.47	Cleaning & Domestic Supplies
18/02/2022	Payment: Elliott Window Cleaning Services	BACS	1666	£576.98	Cleaning & Domestic Supplies
4/03/2022	Payment: Logical Cleaning Solutions	BACS	INV-4464	£16.00	Grounds Maintenance Supplies
24/01/2022	K A Gay - Key cutting	BACS	PC15	£194.40	Grounds Maintenance Supplies
28/01/2022	Payment: Spot-On Supplies Ltd	BACS	21533812	-£7.92	Grounds Maintenance Supplies
10/02/2022	M A Grigg Ltd	BACS	S33690	£7.92	Grounds Maintenance Supplies
10/02/2022	M A Grigg Ltd	BACS	S33684	£451.20	Grounds Maintenance Supplies
11/02/2022	Payment: Beaver Teeth Services	BACS	SI-4729	£40.12	Grounds Maintenance Supplies
11/02/2022	Payment: D May & Son Ltd	BACS	21000034181		

11/02/2022	Payment: D May & Son Ltd	BACS	2/000033633	£127.98	Other Parks and Open Spaces	Grounds Maintenance Supplies
11/02/2022	Payment: M A Grigg Ltd	BACS	S04547	£187.78	Other Parks and Open Spaces	Grounds Maintenance Supplies
11/02/2022	Payment: M A Grigg Ltd	BACS	S11298	£48.28	Other Parks and Open Spaces	Grounds Maintenance Supplies
11/02/2022	Payment: M A Grigg Ltd	BACS	S20467	£22.80	Other Parks and Open Spaces	Grounds Maintenance Supplies
11/02/2022	Payment: M A Grigg Ltd	BACS	S11209	£23.44	Other Parks and Open Spaces	Grounds Maintenance Supplies
11/02/2022	Payment: M A Grigg Ltd	BACS	S96359	£55.68	Other Parks and Open Spaces	Grounds Maintenance Supplies
18/02/2022	Payment: D May & Son Ltd	BACS	2/000034295	£9.88	Other Parks and Open Spaces	Grounds Maintenance Supplies
18/02/2022	Payment: Contec South West Limited	BACS	92272	£395.64	Other Parks and Open Spaces	Grounds Maintenance Supplies
18/02/2022	Payment: Nomix Enviro Ltd	BACS	SI/0422748	£348.00	Other Parks and Open Spaces	Grounds Maintenance Supplies
18/02/2022	Payment: M A Grigg Ltd	BACS	2/000034917	£222.80	Other Parks and Open Spaces	Grounds Maintenance Supplies
21/02/2022	Payment: Zoro UK Ltd	BACS	CC21.2.22	£35.99	Other Parks and Open Spaces	Grounds Maintenance Supplies
25/02/2022	Payment: Contec South West Limited	BACS	92947	£143.88	Other Parks and Open Spaces	Grounds Maintenance Supplies
25/02/2022	Payment: Contec South West Limited	BACS	92989	£143.88	Other Parks and Open Spaces	Grounds Maintenance Supplies
25/02/2022	Payment: Contec South West Limited	BACS	92503	£527.52	Other Parks and Open Spaces	Grounds Maintenance Supplies
1/03/2022	Payment: Screwfix Direct Ltd	Direct Debit	1229858490	£178.63	Other Parks and Open Spaces	Grounds Maintenance Supplies
1/03/2022	Payment: Screwfix Direct Ltd	Direct Debit	1229858482	£7.00	Other Parks and Open Spaces	Grounds Maintenance Supplies
1/03/2022	Payment: Screwfix Direct Ltd	Direct Debit	1230899286	£46.96	Other Parks and Open Spaces	Grounds Maintenance Supplies
4/03/2022	Payment: D May & Son Ltd	BACS	3/000010867	£13.80	Other Parks and Open Spaces	Grounds Maintenance Supplies
4/03/2022	Payment: Beaver Teeth Services	BACS	SI-4899	£873.60	Other Parks and Open Spaces	Grounds Maintenance Supplies
11/03/2022	Payment: Beaver Teeth Services	BACS	SI-4934	£134.40	Other Parks and Open Spaces	Grounds Maintenance Supplies
11/03/2022	Payment: Contec South West Limited	BACS	93250	£120.00	Other Parks and Open Spaces	Grounds Maintenance Supplies
11/03/2022	Payment: M A Grigg Ltd	BACS	S44416	£72.00	Other Parks and Open Spaces	Grounds Maintenance Supplies
11/03/2022	Payment: M A Grigg Ltd	BACS	S26381	£96.56	Other Parks and Open Spaces	Grounds Maintenance Supplies
11/03/2022	Payment: M A Grigg Ltd	BACS	S25493	£87.60	Other Parks and Open Spaces	Grounds Maintenance Supplies
11/03/2022	Payment: M A Grigg Ltd	BACS	S26064	£43.09	Other Parks and Open Spaces	Grounds Maintenance Supplies
11/03/2022	Payment: M A Grigg Ltd	BACS	S33684	£53.18	Other Parks and Open Spaces	Grounds Maintenance Supplies
11/03/2022	Payment: D May & Son Ltd	BACS	2/000036692	£135.84	Other Parks and Open Spaces	Grounds Maintenance Supplies
11/03/2022	Payment: D May & Son Ltd	BACS	2/000036765	£30.60	Other Parks and Open Spaces	Grounds Maintenance Supplies
11/02/2022	Payment: Steve Skinner	BACS		£23.17	General Administration	Travel and Subsistence
11/02/2022	Payment: Cornac Solutions	BACS	IN131231	£1,128.37	Transport and Plant	Contract Hire and Operating Leases
28/02/2022	Payment: Siemens Financial Services Limited	Direct Debit	A8968099-1 2022	£282.96	Library	Contract Hire and Operating Leases
26/01/2022	Payment: Allstar Business Solutions	Direct Debit	E2014911539	£94.19	Transport and Plant	Fuel
9/02/2022	Payment: Allstar Business Solutions	Direct Debit	E2014982248	£94.52	Transport and Plant	Fuel
16/02/2022	Payment: Allstar Business Solutions	Direct Debit	E2015005418	£207.12	Transport and Plant	Fuel
4/03/2022	Payment: Steve Andrews Tyres Ltd	BACS	SAI-8233	£19.49	Transport and Plant	Repairs/ Maintenance-Vehicles/Plant
4/02/2022	Payment: Lyreco UK Limited	BACS	6723146562	£74.88	General Administration	Office Supplies
4/02/2022	Payment: Lyreco UK Limited	BACS	6723146559	£31.49	Town Centre Revitalisation Project	Office Supplies
4/02/2022	Payment: Lyreco UK Limited	BACS	6723146561	£10.32	General Administration	Office Supplies
4/02/2022	Payment: Lyreco UK Limited	BACS	6723146560	£2.58	General Administration	Office Supplies
24/02/2022	Payment: Amazon EU S.a.r.l.	Credit Card	CC24.2.22	£9.98	General Administration	Office Supplies
28/01/2022	Payment: Adobe Systems Software Ireland Ltd	Credit Card	CC28.1.22	£12.64	General Administration	IT / Communications
3/02/2022	Payment: BT	Direct Debit	M069 P0	£476.40	General Administration	IT / Communications
4/02/2022	Payment: ObjectivelTServices	BACS	3134	£586.26	General Administration	IT / Communications
4/02/2022	Payment: Xero (UK) Ltd	Credit Card	CC4.2.22	£31.20	General Administration	IT / Communications
11/02/2022	Payment: ITEC	BACS	CWI127461	£46.20	General Administration	IT / Communications
11/02/2022	Payment: Interpreter	BACS	002	£67.50	Civic Ceremonial	IT / Communications
14/02/2022	Payment: EE Limited	Direct Debit	V01958626567	£76.97	General Administration	IT / Communications
14/02/2022	Payment: EE Limited	Direct Debit	V01958626567	£18.00	General Administration	IT / Communications
25/02/2022	Payment: Interpreter	BACS	000048	£90.00	Civic Ceremonial	IT / Communications
25/02/2022	Payment: BT	BACS	M069 45	£143.94	General Administration	IT / Communications

4/03/2022	Payment: Objective IT Services	BACS	0003149	£334.26 General Administration	IT / Communications
7/03/2022	Payment: BT	Direct Debit	M070 V4	£476.40 General Administration	IT / Communications
11/03/2022	Payment: Interpreter	BACS	000050	£90.00 Civic Ceremonial	IT / Communications
11/03/2022	Payment: ITEC	BACS	CW1128142	£46.20 General Administration	IT / Communications
4/02/2022	Payment: ITEC	BACS	677064	£86.53 General Administration	Printing and Stationery
25/02/2022	Payment: ITEC	BACS	685398	£322.09 General Administration	Printing and Stationery
11/03/2022	Payment: SALSA (St Austell Library Support Association)	BACS	Grant4	£250.00 Misc. Projects/Grants	Miscellaneous Grants
11/03/2022	Payment: Jubilee Grant	BACS	Jubilee Grant	£50.00 Misc. Projects/Grants	Miscellaneous Grants
11/03/2022	Payment: Pollair Residents Association	BACS	Grant3	£200.00 Misc. Projects/Grants	Miscellaneous Grants
4/02/2022	Payment: M-R-S Communications Ltd	BACS	1225828	£78.00 Misc. Projects/Grants	Small Grants Scheme
11/03/2022	Payment: Cornwall Air Ambulance Trust	BACS	Grant3	£250.00 Misc. Projects/Grants	Small Grants Scheme
11/03/2022	Payment: Cornwall International Male Choral Festival	BACS	Grant2	£250.00 Misc. Projects/Grants	Small Grants Scheme
11/03/2022	Payment: St Austell Choral Society	BACS	Grant2	£257.12 Misc. Projects/Grants	Small Grants Scheme
11/03/2022	Payment: St Austell BID	BACS	Grant2	£766.50 Other Parks and Open Spaces	Small Grants Scheme
24/01/2022	Payment: Biffa Waste Services Ltd	Direct Debit	522C90328	£90.28 General Administration	Contract Payments
24/01/2022	Payment: Biffa Waste Services Ltd	Direct Debit	522C90337	£12.90 Library	Contract Payments
24/01/2022	Payment: Biffa Waste Services Ltd	Direct Debit	522C90332	£304.00 CCTV	Contract Payments
28/01/2022	Payment: Ennevo	BACS	261763	£98.40 Stable Block/Pondhu House	Contract Payments
4/02/2022	Payment: TClarke Contracting Ltd	BACS	SL-22010295	£700.00 Other Parks and Open Spaces	Contract Payments
11/02/2022	Payment: In2Play	BACS	00820	£505.73 Priory Car Park	Contract Payments
11/02/2022	Payment: G4S	BACS	2022013342	£15.84 Library	Contract Payments
11/02/2022	Payment: G4S	BACS	2022013342	£383.77 Priory Car Park	Contract Payments
11/02/2022	Payment: Cornwall Council	BACS	8100220930	£384.24 Library	Contract Payments
21/02/2022	Payment: Biffa Waste Services Ltd	Direct Debit	522C98737	£622.75 Other Parks and Open Spaces	Contract Payments
21/02/2022	Payment: Biffa Waste Services Ltd	Direct Debit	522C98733	£670.67 Priory Toilets	Contract Payments
25/02/2022	Payment: Lorne Stewart	BACS	112836	£5,964.00 Priory Toilets	Contract Payments
25/02/2022	Payment: APS Construction Services Limited	BACS	2826	£5,290.94 Library	Contract Payments
25/02/2022	Payment: Cormac Solutions	BACS	IN124792	£967.82 Library	Contract Payments
25/02/2022	Payment: Cormac Solutions	BACS	IN130033	£967.82 Library	Contract Payments
25/02/2022	Payment: Cormac Solutions	BACS	IN130070	£98.69 Library	Contract Payments
4/03/2022	Payment: TClarke Contracting Ltd	BACS	SL-22020379	£248.64 Misc. Projects/Grants	Contract Payments
4/03/2022	Payment: Dornakaba UK Ltd	BACS	0000397549	£505.73 Priory Car Park	Contract Payments
11/03/2022	Payment: G4S	BACS	2022023343	£15.84 Library	Contract Payments
11/03/2022	Payment: G4S	BACS	2022023343	£848.00 Other Parks and Open Spaces	Contract Payments
11/03/2022	Payment: In2Play	BACS	00836	£48.00 Pollair Park	Contract Payments
11/03/2022	Payment: In2Play	BACS	00836	£48.00 Truro Road Park	Contract Payments
11/03/2022	Payment: In2Play	BACS	00836	£346.31 Priory Car Park	Contract Payments
11/03/2022	Payment: Cornwall Council	BACS	8100234796	£1.00 Priory Car Park	Miscellaneous Expenses
24/01/2022	Various - Priory Car Park partial refund	Petty Cash	PC16	£23.28 General Administration	Miscellaneous Expenses
14/02/2022	Payment: Amazon EU S.a.r.l.	Credit Card	CC14.2.22	£47.20 General Administration	Miscellaneous Expenses
15/02/2022	NatWest - Bankline charges	Direct Debit		£5.92 General Administration	Miscellaneous Expenses
21/02/2022	K A Gay - Biscuits	Petty Cash	PC17	£9.63 General Administration	Miscellaneous Expenses
21/02/2022	Payment: Worldpay (UK) Ltd	Direct Debit	190739148	£21.00 General Administration	Miscellaneous Expenses
21/02/2022	Payment: Worldpay (UK) Ltd	Direct Debit	190739148	£4.36 Library	Miscellaneous Expenses
21/02/2022	Payment: Worldpay (UK) Ltd	Direct Debit	190926427	£21.00 Library	Miscellaneous Expenses
21/02/2022	Payment: Worldpay (UK) Ltd	Direct Debit	190926427	£1.50 General Administration	Miscellaneous Expenses
24/02/2022	K A Gay - Milk	Petty Cash	PC18	£264.56 Library	Miscellaneous Expenses
4/03/2022	Payment: Eden Springs UK Ltd	BACS	314943979	£96.00 Library	Miscellaneous Expenses
4/03/2022	Payment: The Cafe Academy Ltd	BACS	14.2.22	£150.00 Library	Miscellaneous Expenses
11/03/2022	Payment: Cornwall Council	BACS	8100227222		

22/02/2022	Payment: Amazon EU S.r.l.	Credit Card	CC22.2.22	£54.68 General Administration	Office Equipment
				£130.367.32	



**ST AUSTELL TOWN COUNCIL**  
**SCHEDULE OF MEETINGS - May 2022 to May 2023**

	Day	Time	Meeting	Location
2nd May 2022	Monday		Bank Holiday	
9th May 2022	Monday	6.05pm	<b>Annual Town Council Meeting</b>	Council Chamber
16th May 2022	Monday	6.00pm	Planning & Regeneration Committee	
23rd May 2022	Monday			
30th May 2022	Monday	6.30pm	<b>Mayor Making Ceremony</b>	Holy Trinity Church
2nd June 2022	Thursday		Bank Holiday	
3rd June 2022	Friday		Bank Holiday	
6th June 2022	Monday	6.00pm	Community Committee	TBC
13th June 2022	Monday			
20th June 2022	Monday	6.00pm	Planning & Regeneration Committee	TBC
27th June 2022	Monday	6.00pm	Finance and General Purposes Committee	TBC
4th July 2022	Monday	6.00pm	Climate and Environment Committee	TBC
11th July 2022	Monday	6.05pm	<b>Council</b>	Council Chamber
18th July 2022	Monday	6.00pm	Planning & Regeneration Committee	TBC
25th July 2022	Monday			
1st August 2022	Monday			
8th August 2022	Monday			
15th August 2022	Monday			
22nd August 2022	Monday	6.00pm	Planning & Regeneration Committee	TBC
29th August 2022	Monday		Bank Holiday	
5th September 2022	Monday	6.05pm	<b>Council</b>	TBC
12th September 2022	Monday	6.00pm	Community Committee	TBC
19th September 2022	Monday	6.00pm	Finance and General Purposes Committee	TBC
26th September 2022	Monday	6.00pm	Planning & Regeneration Committee	TBC
3rd October 2022	Monday			
10th October 2022	Monday			
17th October 2022	Monday	6.05pm	<b>Council</b>	TBC
24th October 2022	Monday	6.00pm	Climate & Environment Committee	TBC
31st October 2022	Monday		Planning & Regeneration Committee	
7th November 2022	Monday	6.00pm	Finance and General Purposes Committee	TBC
14th November 2022	Monday			
21st November 2022	Monday			
28th November 2022	Monday	6.00pm	Community Committee	TBC
5th December 2022	Monday	6.00pm	Planning & Regeneration Committee	TBC
12th December 2022	Monday	6.05pm	<b>Council</b>	TBC
19th December 2022	Monday			
24th December 2022	Saturday		Christmas Eve	
25th December 2022	Sunday		Christmas Day	
26th December 2022	Monday		Boxing Day	
27th December 2022	Tuesday		Bank Holiday	
1st January 2023	Sunday		New Year's Day	
2nd January 2023	Monday		Bank Holiday	
9th January 2023	Monday	6.00pm	Planning & Regeneration Committee	TBC
16th January 2023	Monday			
23rd January 2023	Monday	6.00pm	Climate & Environment Committee	TBC
30th January 2023	Monday	6.05pm	<b>Council</b>	TBC
6th February 2023	Monday	6.00pm	Planning & Regeneration Committee	TBC
13th February 2023	Monday			
20th February 2023	Monday	6.00pm	Finance and General Purposes Committee	TBC
27th February 2023	Monday	6.00pm	Community Committee	TBC
6th March 2023	Monday	6.00pm	Planning & Regeneration Committee	TBC
13th March 2023	Monday			
20th March 2023	Monday	6.00pm	<b>Council</b>	TBC
27th March 2023	Monday	6.00pm	Community Committee	TBC
3rd April 2023	Monday	6.00pm	Finance and General Purposes Committee	TBC
7th April 2023	Friday		Good Friday	
10th April 2023	Monday	6.00pm	Easter Monday	TBC
11th April 2023	Tuesday	6.00pm	Planning & Regeneration Committee	TBC
17th April 2023	Monday			
24th April 2023	Monday	6.00pm	<b>Annual Parish Meeting</b>	TBC
1st May 2023	Monday		Bank Holiday	
8th May 2023	Monday	6.05pm	<b>Annual Town Council Meeting</b>	TBC
15th May 2023	Monday	6.00pm	Planning & Regeneration Committee	TBC
22nd May 2023	Monday			
29th May 2023	Monday		Bank Holiday	
29th May 2023	Monday	6.30pm	<b>Mayor Making Ceremony</b>	TBC
Excludes: Extraordinary Meetings and Working Groups				

