

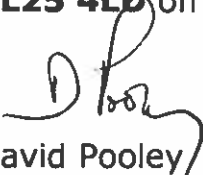
St Austell Town Council



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 Registrar's Office, Carlyon Road, St Austell, Cornwall, PL25 4LD** on **Monday 17th March 2025** at **6pm**.


David Pooley
Town Clerk

11th March 2025

Tel 01726 829859
e-mail: david.pooley@staustell-tc.gov.uk
Website: www.staustell-tc.gov.uk

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).

This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public.

Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, we cannot guarantee this, especially if you are speaking or taking an active role.

4. Minutes of Meeting held on 27th January 2025

**Pages
1 - 8**

(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).

Each person addressing the Council will be allocated a maximum of 2 minutes or longer at the discretion of the Chair.

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.

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- 9. Changing Places Toilet** **Pages 9 - 10**
- (Purpose: To consider upgrading the Changing Places Toilet at Priory Car Park toilets). (Report attached).
- 10. Civility and Respect Pledge** **Pages 11 to 22**
- (Purpose: To consider signing up to the Civility and Respect Pledge and approve a Dignity at Work Policy). (Paper attached).
- 11. Health and Safety Audit** **Pages 23 to 30**
- (Purpose: To note the recent health and safety audit). (Extract from report attached).
- 12. Beat the Street** **Pages 31 to 32**
- (Purpose: To consider a funding contribution towards a "Beat the Street" initiative that is being planned for St Austell and the surrounding parishes). (Correspondence attached).
- 13. Street Parties**
- (Purpose: To consider allocating a budget for street representatives to apply for funding for street parties in recognition of VE Day (8th May 2025) or V J Day (15th August 2025).
- 14. Local Plan**
- (Purpose: To consider identifying a budget for consultancy support for work in connection with the local plan).
- 15. Members appointed to outside bodies update reports**
- (Purpose: To receive reports of any relevant information from Members appointed to outside bodies).

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- 16. Cornwall Councillor update reports**
- (Purpose: To receive reports of any relevant information from local Cornwall Councillors).
- 17. Planning and Regeneration Committee** **Pages 33 to 46**
- (Purpose: To note the minutes of the Planning and Regeneration Committee held on 3rd February 2025 and 3rd March 2025). (Attached).
- 18. Finance and General Purposes Committee** **Pages 47 to 50**
- (Purpose: To note the minutes of the Finance and General Purposes Committee dated 17th February 2025 and approve the **RECOMMENDATIONS** contained therein). (Attached).
- 19. Community Committee** **Pages 51 to 58**
- (Purpose: To note the minutes of the Community Committee dated 24th February 2025 and approve the **RECOMMENDATIONS** contained therein). (Attached).
- 20. Schedule of Payments** **Pages 59 to 64**
- (Purpose: To receive a schedule of payments from 18th January 2025 to 7th March 2025). (Schedule attached).
- 21. St Austell Town Centre Revitalisation Project**
- (Purpose: To receive an update on the Town Centre Revitalisation Projects). (Verbal update).
- 22. Dates of Meetings**
- (Purpose: To note date of future Town Council Meetings: 8th May 2025 (Annual Town Council Meeting) and 12th May 2025 (Annual Parish Meeting)).

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MINUTES of the MEETING of ST AUSTELL TOWN COUNCIL held on MONDAY 27th January 2025 in The Registrar's Office, Carlyon Road, St Austell, Cornwall, PL25 4LD at 6pm.

Present: Councillors: Brown, Bull, Clemo, Cohen, Double, Fox, French, Gray, Hamilton, Kimber, Lanxon, Preece, Rowse, Stephens, Thompson and Young.

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

C/24/113) Apologies for Absence

Apologies for absence were received from Councillors: Guest, Pearce, Pears and Styles.

C/24/114) Declarations of interests and gifts or hospitality received

None.

C/24/115) Dispensations

There were no requests for a dispensation.

C/24/116) Minutes of Meeting held on 9th December 2024

Councillor Preece referred to the noting of four Councillors leaving the meeting at the same time (page 7) and proposed the following wording to reflect, in his view, the nature of the departure:

*****Councillors Double, Kimber, Pears and Rowse **walked out of** the meeting*****

Councillor Fox seconded the proposal.

A proposal to delete the word "left" and insert the words "walked out of" was lost 5 votes for, 8 votes against.

It was **RESOLVED** that the minutes of the meeting held on the 9th December 2024 be approved and signed as a correct record.

C/24/117) Matters to Note

The Clerk advised that the Town Council has not received an update from Cornwall Council on the proposed closure of the Adult Education Centre in St Austell. He added that Cornwall Council's Economic and Development Overview and Scrutiny Committee has expressed concern with regard to the proposed changes and the lack of democratic support for them.

Following a successful bid for Community Infrastructure Levy (CIL) Funding for play equipment improvements to Landrew Road Park and The Meadows, Landrew Road Park has been completed, and The Meadows will be completed when the new play equipment arrives – hopefully in the early Spring.

C/24/118) Mayor's announcements

Since the last meeting, the Mayor advised that he had:

- Visited Mount Edgcumbe Hospice, Little Harbour and St Austell Community Hospital with the Deputy Mayor to wish the staff and residents Merry Christmas;
- Sat on the interview panel for the Library and Community Projects Officer post;
- Attended a Mid Cornwall Hub Event, a Library Volunteers “thank you” cream tea afternoon at the Library, a Harbour Housing Christmas Event and the launch of the green construction skills event at Cornwall College.

C/24/119) Public Participation

None.

C/24/120) Members’ questions

There were no questions from Members.

C/24/121) Helen Toms – Community Safety Officer (Mid Cornwall)

Helen Toms, Community Safety Officer (Mid Cornwall), advised that she was a member of Restormel Borough Council’s homeless team and in 2017 joined the Safer Cornwall Team as an ASB Caseworker. She is now the Community Safety Officer for Mid Cornwall and covers St Austell, Newquay and Truro.

Ms Toms explained the work of Safer Cornwall and the teams associated with the partnership which include the drugs team, complex needs support, refugees and domestic abuse. She advised that Safer Cornwall is currently signing off their three year plan 2025-28 which includes data from Cornwall Council’s Amethyst Team and residents’ surveys.

The Safer St Austell Partnership has a core membership of the Police, Fire, Probation, St Austell BID and Town Clerk which meets regularly to discuss and review the priorities in the Delivery Plan. The latest priorities are:

- Public confidence and perception
- ASB
- Drugs/alcohol
- Young people
- Domestic abuse
- Homelessness

Ms Toms advised that the priorities for St Austell could change in due course and gave an example that there is not a lot of street homelessness in St Austell at the present time.

Ms Toms praised the work of the Streetlink Team and their efficiency with regard to reported homelessness.

The Safer Cornwall Partnership are currently offering training on domestic abuse issues, drugs and the administration of naloxone.

Ms Toms advised that the crime statistics for St Austell are now below most other safer towns and praised the town centre security guards for their work and the positive effect of the recent funding which has allowed an extension of their hours into the late afternoon and early evening.

Ms Toms suggested that the key challenges at the present time are:

- An increase in fire setting by young people
- Anti-social use of off-road bikes
- Illegal vapes
- ASB in derelict buildings

Ms Toms advised that she is always happy to answer any questions that members may have and attend awareness raising events along with her police colleagues. She added that the receipt of funding has allowed Safer Cornwall to instal bleed kits into towns in Cornwall with one outside the night club in St Austell and one outside Polkyth Leisure Centre. No training is required.

During discussion, the following was raised:

- An area of the town where drug dealing is regularly spotted
- A large quantity of empty cans and bottles behind Jewsons
- The need to work with schools to educate young people
- The timescales for the town centre security guards to gain their CSAS powers
- Mobility scooters/electric bikes on pavements

The Mayor thanked Ms Toms for her very interesting presentation.

C/24/122) Small Grants Scheme

It was **RESOLVED** to award 169 (St Blazey) Sqn, RAF Air Cadets a grant in the sum of £250 towards the replacement of old and broken IT and training equipment.

C/24/123) Draft Work Plan – 2024/2026

The Clerk advised that it is good practice for the Town Council to have a work plan to refer to from time to time to provide focus on the key projects ahead.

Councillor Brown suggested the following four changes to the Work Plan.

Roof Top Garden

"To consider securing further funding to seek progress towards implementation of a roof-top garden"

Town Centre Economic Growth

"Monitor and identify funding opportunities for further economic investment in the town"

Cornwall Local Plan

"Monitor changes to National Planning Guidance to respond to significant further consultation and seek maximum involvement in work relating to the Cornwall Local Plan drawing from experience on the original plan"

Re-structuring of Local Government

"To monitor proposals from the Government and Cornwall Council on the re-structuring of local government and regional structures that affect Cornwall and respond accordingly"

Councillor Rowse asked that a review of the Town Council's Communications Strategy is added to the Work Plan.

It was **RESOLVED** to approve the Work Plan as drafted subject to the five changes as listed above being incorporated into the document.

C/24/124) Consultation paper – Strengthening the standards and conduct framework for local authorities in England

The Clerk advised that NALC, CALC and SLCC are campaigning for stronger sanctions against Councillors who do not act appropriately or in accordance with the principles of standards in public life and the local code of conduct. He added that St Austell Town Council Councillors are respectful of each other and behave in a professional manner but other Town and Parish Councils in Cornwall have experienced incidents of bullying and inappropriate behaviour. He advised that the current system was introduced in 2011 to discourage scurrilous referrals but unfortunately the system appears to be too light touch with no sanctions to discourage inappropriate behaviour. The Clerk encouraged Councillors to respond individually as well as agreeing a Town Council response.

During discussion Members felt that the current system needs strengthening and a suggestion was made that the item should be deferred to the Finance and General Purposes Committee.

It was **RESOLVED** that this item be delegated to the Finance and General Purposes Committee to agree a response on behalf of St Austell Town Council on the 17th February 2025.

C/24/125) Members appointed to outside bodies update reports

Councillor Kimber advised that instead of writing a letter about the effect of the National Insurance rise on businesses, the Chair of the St Austell Bay Chamber of Commerce has requested a face-to-face meeting with the MP. To date, nothing has been set up.

Councillor Brown advised that he had attended a CALC Larger Councils meeting with the Town Clerk where a presentation was received from Simon Mould and Jon Mitchell (Cornwall Council) on devolution. He added that the Town Council's devolution deal was considered very early in the devolution process and that some Councils are still struggling to get deals agreed.

Councillor Brown advised that CALC has made it very clear that they do not wish to be involved in any politically divisive issues with regard to the Cornwall devolution deal and will leave the Cornish Mayors group to make representations on behalf of local councils.

Preparations for the May Elections was discussed and concern was expressed that Town and Parish Councils may not attract enough candidates.

Councillor Gray advised that the White River Steering Group is looking at sewage, drainage, flood prevention and a potential path at Menacuddle.

Councillor Lanxon advised that plans are progressing well for a 3G pitch at Poltair Park but the clubhouse re-development is dependent on further funding. She added that the CAP meeting had focussed on a residents survey and updates on the White River Project and Social Housing. A representative from Mevagissey Parish Council spoke about their activity centre.

The Clerk advised that in response to a request to share best practice, he had provided the CAP with an overview of the Town Council's finance system "Xero" and had offered demonstrations to other Town and Parish Councils should they be looking to change systems. He added that as a result of previous demonstrations, Saltash and Torpoint have changed over to Xero and Truro are considering a move.

Councillor Thompson advised that he had attended a St Austell Hydrotherapy Pool discussion which indicated that there is a desire from patients and healthcare providers to re-open the hydrotherapy pool. It was agreed at the meeting that a survey is required to assess the real demand for hydrotherapy treatment and a solution found to reduce the energy costs. Noah Law MP is exploring funding and potential contracts for social prescribing and hospital referrals to the facility. Councillor Thompson added that the hydrotherapy pool at Truro has closed and hoped that Town Councillors will support the efforts to get the pool re-opened.

C/24/126) Cornwall Councillor update reports

The reports of Councillors Double and Rowse were noted.

Councillor Brown reiterated his concern with regard to the proposed closure of the Adult Education Centre in St Austell and made reference to a leaflet circulated to residents about the Adult Education Service which made no reference to St Austell within it.

Councillor Double advised that she had expressed her strong disappointment to Cornwall Council officers that the Adult Education leaflet had been distributed prior to the consultation but had received no response to her concerns. She added that she will keep pressing the service for a reply.

Councillor Rowse expressed his concerns with regard to the proposals and clarified that the Adult Education Board of Governors had recommended which sites should close not the Cabinet.

The Clerk advised that the Overview and Scrutiny Committee indicated at a recent meeting that the Strategic Director for the Service will be making the final decision.

During general discussion, concern was expressed that:

- A leaflet had been circulated to the public prior to the consultation which clearly demonstrated that a decision to make the closures had already been made;
- Some adult education learners might be unsuitable to attend a college environment;
- A recent Cornwall South CAP meeting held at The House Youth Centre was dedicated to finding solutions to raise the current academic achievement of young people in the area;
- The current adult education centre in St Austell is well equipped as an educational establishment and is owned by Cornwall Council.

It was **RESOLVED** that the Town Clerk should write to the Cornwall Council Portfolio Holder for Children and Families and the Chief Executive to express the Town Council's disappointment that a response has not been received to its previous letter and their ongoing strong concern with regard to the proposed closure of the St Austell Adult Education Centre.

C/24/127) Climate and Environment Committee

It was **RESOLVED** to note the minutes of the Climate and Environment Committee meeting held on 20th January 2025.

C/24/128) Planning and Regeneration Committee

It was **RESOLVED** to note the minutes of the Planning and Regeneration Committee meeting held on 6th January 2025.

C/24/129) Schedule of Payments

It was **RESOLVED** that the Schedule of Payments for the period 30th November 2024 to 17th January 2025 totalling £199,288.41 and transfers between accounts amounting to £101,012.55 be approved.

C/24/130) Draft Schedule of Meetings

It was **RESOLVED** to approve the draft schedule of meetings from May 2025 to May 2026 as set out.

C/24/131) St Austell Town Centre Revitalisation Project

The Clerk advised that the next meeting of the St Austell Town Centre Revitalisation Partnership is on 11th February 2025.

Rooftop Garden

A draft report is expected this week which will be reviewed and circulated to the Partnership and Town Council. The report will include a design, broad costings, a business case and a risk assessment.

Gateway Project

The viaduct study is complete, and the Duke Street design should be ready next week. The Regeneration Officer will consult local businesses in the area and a copy of the designs will be circulated to the Partnership and Town Council. Cornwall Council's Highways Officers are reviewing the Duke Street designs and will include them within their work on the Fore Street one way system review if satisfied with the proposals.

High Cross Street

This project is progressing and Cornwall College has been contacted to firm up the demand for student accommodation.

Banners

Work is progressing with the preparation of the banner with the project still on track to be completed in February.

Church Piazza

The Diocese of Truro has recommended that the faculty application for the Piazza at Holy Trinity Church is approved. A public notice of the intended works has been issued to the Church which they are obliged to display for 28 days. After the 28 days notice period, the request for the faculty will be sent to the Chancellor for approval. The Clerk has asked Cornwall Council for an extension of the deadline for the funding and completion of the project.

Highways

Cornwall Council Highways Officers have confirmed that a one-way system past the Market House and Trinity Centre is not feasible due to the narrowness of the roads in the area. The officers are still reviewing Fore Street and the potential to allow buses to pass through the area. It might be possible to change the colour or structure of the road outside the Market House to make it safer for pedestrians.

General Wolfe

Discussions are ongoing with the Strategic Director and Corserv Facilities Ltd about the future of the General Wolfe building.

C/24/132) Dates of Meetings

It was noted that the next Town Council meeting is due to take place on Monday 17th March 2025.

The meeting closed at 8.04pm.

ST AUSTELL TOWN COUNCIL
COUNCIL MEETING – 17th MARCH 2025
CHANGING PLACES TOILET

1. PURPOSE OF REPORT

To seek approval for an upgrade of the Changing Places Facility at Priory Car Park toilets.

2. LEGAL AND RISK MANAGEMENT ISSUES

The Changing Places Facility at Priory Car Park consists of a fold down changing table, electronic ceiling track hoist, grabrails, pull-chord alarm and an accessible toilet which requires an annual inspection to ensure that the equipment is safe to use.

A recent inspection has found that the hoist, electrics and changing table are no longer fit for use, largely due to the equipment being 13 years old. As a result of this, the equipment has been de-commissioned, but the disabled toilet is still open.

3. RESOURCE ISSUES

A quotation in the sum of £15,621 plus VAT has been received from a company specialising in Changing Places facilities for the replacement of the automatic change table, the ceiling track hoist, a wall mounted folding privacy screen, grabrails, mirror, signage and an annual service package for the maintenance of the equipment (2 visits per annum) and a 3-year warranty.

4. EQUALITY ISSUES

The Changing Places facility at Priory Car Park is the only one in St Austell town centre. Without this facility, the nearest Changing Places Toilets are at Eden and Heligan.

5. ENVIRONMENTAL ISSUES

None.

6. RECOMMENDATIONS

It is recommended that Members agree to the upgrade of the Changing Places facility at Priory Car Park Toilets in the sum of £15,621 plus VAT.

Background

Prior to their devolution to the Town Council in 2016, the toilets at Priory Car Park were rebuilt and a Changing Places facility was installed.

The Changing Places facility at Priory Car Park is the only one in St Austell town centre and is highly valued by people with profound or multiple disabilities and their carers. The hoist within the disabled toilet is beyond economic repair and the toilet does not meet current Changing Places standards.

It is your officers' view that the upgrade to the Changing Places facility at Priory Car Park toilets should be approved and works undertaken at the earliest opportunity.

DAVID POOLEY
TOWN CLERK

ST AUSTELL TOWN COUNCIL

FINANCE AND GENERAL PURPOSES COMMITTEE

17th MARCH 2025

CIVILITY AND RESPECT

1. PURPOSE OF REPORT

To agree to sign up to the civility and respect pledge and approve a dignity at work policy.

2. LEGAL AND RISK MANAGEMENT ISSUES

It is a legal requirement for Town Councillors to comply with the Code of Conduct and both officers and Members are expected to follow the seven general principles of public life included within the Code. The National Association of Local Councils (NALC) and the Society of Local Council Clerks (SLCC) are promoting a civility and respect initiative to improve behaviour in and towards local authorities. Those authorities which have approved the pledge have found it useful in managing conflict.

3. RESOURCE ISSUES

None outside of existing budgets.

4. EQUALITIES ISSUES

Approving the civility and respect pledge and dignity at work policy would complement and accord with the Town council's Equalities Policy.

5. ENVIRONMENTAL ISSUES

None.

6. RECOMMENDATIONS

It is recommended that Members agree to sign up to the civility and respect pledge as attached and approve the dignity at work policy associated with this initiative.

Background

The National Association of Local Councils (NALC), Cornwall Association of Local Councils (CALC) and the Society of Local Council Clerks (SLCC) are promoting a civility and respect initiative to improve behaviour in and towards local authorities. Those authorities which have approved the recommended pledge and registered their commitment to it have found it useful in managing conflict.

Linked to this initiative a Dignity at Work Policy is recommended for adoption and a poster is provided for display in the Council's premises. These are attached to this report with the wording of the pledge which is recommended.

It is recommended that Members agree to sign up to the civility and respect pledge as attached and approve the dignity at work policy associated with this initiative.

DAVID POOLEY - TOWN CLERK

Civility and Respect Pledge suggested agenda item:

To pass a resolution to sign up to the civility and respect pledge

Definition of Civility and Respect

Civility means politeness and courtesy in behaviour, speech, and in the written word.

Examples of ways in which you can show respect are by listening and paying attention to others, having consideration for other people's feelings, following protocols and rules, showing appreciation and thanks, and being kind.

The National Association of Local Councils (NALC), the Society of Local Council Clerks (SLCC), and One Voice Wales (OVW), believe now is the time to put civility and respect at the top of the agenda and start a culture change for the local council sector.

By our council signing up to the civility and respect pledge we are demonstrating that our council is committed to treating councillors, clerks, employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.

Signing up is a simple process, which requires councils to register and agree to the following statements:

Statement	Tick to agree
Our council has agreed that it will treat all councillors, clerk and all employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.	
Our council has put in place a training programme for councillors and staff	
Our council has signed up to Code of Conduct for councillors	
Our council has good governance arrangements in place including, staff contracts, and a dignity at work policy.	
Our council will commit to seeking professional help in the early stages should civility and respect issues arise.	
Our council will commit to calling out bullying and harassment when it and when it happens.	
Our council will continue to learn from best practice in the sector and aspire to being a role model/champion council e.g., via the Local Council Award Scheme	
Our council supports the continued lobbying for the change in legislation to support the Civility and Respect Pledge, including sanctions for elected members where appropriate.	

Civility and Respect Pledge suggested agenda item:

To pass a resolution to sign up to the civility and respect pledge

DIGNITY AT WORK POLICY

St Austell Town Council believes that civility and respect are important in the working environment, and expect all councillors, officers and the public to be polite and courteous when working for, and with the council.

Purpose

St Austell Town Council is committed to creating a working environment where all council employees, councillors, contractors and others who come into contact with us in the course of our work, are treated with dignity, respect and courtesy. We aim to create a workplace where there is zero tolerance for harassment and bullying

In support of this objective, St Austell Town Council has signed up to the Civility Pledge, as a commitment to civility and respect in our work, and politeness and courtesy in behaviour, speech, and in the written word. Further information about the Civility and Respect Pledge is available [NALC](#) & [SLCC](#)

We recognise that there is a continuum where unaddressed issues have the potential to escalate and become larger, more complex issues and this policy sets out how concerns will be managed however the emphasis of this policy is on resolution and mediation where appropriate, rather than an adversarial process.

This document:

- explains how we will respond to complaints of bullying or harassment;
- ensures that we respond sensitively and promptly; and,
- supports our employees in ensuring their behaviour does not amount to bullying and/or harassment by giving examples.

Scope

This policy covers bullying and harassment of and by the Town Clerk and all employees engaged to work at St Austell Town Council. Should agency staff, or contractors have a complaint connected to their engagement with St Austell Town Council this should be raised to their nominated contact, manager, or the Mayor, in the first instance. Should the complaint be about the Mayor the complaint should be raised to the Town Clerk.

Agency staff, or contractors are equally expected to treat council colleagues, and other representatives and stakeholders with dignity and respect, and the council may terminate the contract, without notice, where there are suspicions of harassment or bullying.

Complaints about other employment matters will be managed under the council's grievance policy.

It is noted that the management of a situation may differ depending on who the allegations relate to (e.g. employees, contractor, councillor), however, the council will take appropriate action if any of its employees are bullied or harassed by employees, councillors, members of the public, suppliers or contractors.

The position on bullying and harassment

All staff and council representatives are entitled to dignity, respect and courtesy within the workplace and to not experience any form of discrimination. St Austell Town Council will not tolerate bullying or harassment in our workplace or at work-related events outside of the workplace, whether the conduct is a one-off act or repeated course of conduct, and whether harm is intended or not. Neither will we tolerate retaliation against, or victimisation of, any person involved in bringing a complaint of harassment or bullying. You should also be aware that, if you have bullied or harassed someone (e.g. physical violence, harassment), in some circumstances the treatment may amount to a crime punishable by a fine or imprisonment.

We expect all representatives of the council to treat each other with respect and uphold the values of the code of conduct, civility and respect pledge, equality opportunities policy, and all other policies and procedures set by the Council.

We expect you to demonstrate respect by listening and paying attention to others, having consideration for other people's feelings, following protocols and rules, showing appreciation and thanks, and being kind.

Allegations of bullying and harassment will be treated seriously. Investigations will be carried out promptly, sensitively and, as far as possible, confidentially. See the grievance policy for further details regarding the process. Employees and others who make allegations of bullying or harassment in good faith will not be treated less favourably as a result.

False accusations of harassment or bullying can have a serious effect on innocent individuals. Staff and others have a responsibility not to make false allegations. While we will assume that all complaints of bullying and harassment are made in good faith, in the event that allegations are found to be malicious or vexatious the person raising the complaint may be subject to action under the council's disciplinary procedure.

Harassment

- Where a person is subject to uninvited conduct that violates their dignity, in connection with a protected characteristic
- Behaviour that creates a hostile, humiliating, degrading or similarly offensive environment in relation to a protected characteristic

Bullying

- Behaviour that leaves the victim feeling threatened, intimidated, humiliated, vulnerable or otherwise upset. It does not need to be connected to a protected characteristic.

What Type of Treatment amounts to Bullying or Harassment?

'Bullying' or 'harassment' are phrases that apply to treatment from one person (or a group of people) to another that is unwanted and that has the effect of violating that person's dignity or creating an intimidating, hostile, degrading, humiliating, or offensive environment for that person.

Examples of bullying and harassment include:

- Physical conduct ranging from unwelcome touching to serious assault
- Unwelcome sexual advances
- The offer of rewards for going along with sexual advances e.g. promotion, access to training
- Threats for rejecting sexual advances
- Demeaning comments about a person's appearance
- Verbal abuse or offensive comments, including jokes or pranks related to age, disability, gender re-assignment, marriage, civil partnership, pregnancy, maternity, race, religion, belief, sex or sexual orientation
- Unwanted nicknames, especially related to a person's age, disability, gender re-assignment, marriage, civil partnership, pregnancy, maternity, race, religion, belief, sex or sexual orientation
- Spreading malicious rumours or insulting someone
- Lewd or suggestive comments or gestures
- Deliberate exclusion from conversations, work activities or social activities.
- Withholding information a person needs in order to do their job
- Practical jokes, initiation ceremonies or inappropriate birthday rituals
- Physical abuse such as hitting, pushing or jostling
- Rifling through, hiding or damaging personal property
- Display of pictures or objects with sexual or racial overtones, even if not directed at any particular person
- Isolation or non-cooperation at work
- Subjecting a person to humiliation or ridicule, belittling their efforts, whether directly and / or in front of others
- The use of obscene gestures
- Abusing a position of power

Bullying and harassment can occur through verbal and face to face interactions, but can also take place through sharing inappropriate or offensive content in writing or via email and other electronic communications and social media.

It is important to recognise that conduct which one person may find acceptable, another may find totally unacceptable and behaviour could be harassment when the person had no intention to offend. We all have the right to determine what offends us. Some behaviour will be clear to any reasonable person that it is likely to offend – for example sexual touching. Other examples may be less clear, however, you should be aware that harassment will occur if behaviour continues after the recipient has advised you that the behaviour is unacceptable to them.

Harassment can also occur where the unwanted behaviour relates to a perceived characteristic (such as offensive jokes or comments based on the assumption someone is gay, even if they are not) or due

to their association with someone else (such as harassment related to their partner having a disability for example). See the council's equality and diversity Policy.

All employees must, therefore, treat their colleagues with respect and appropriate sensitivity and should feel able to challenge behaviour that they find offensive even if it is not directed at them.

It is important to recognise that bullying does not include appropriate criticism of an employee's behaviour or effective, robust performance management. Constructive and fair feedback about your behaviour or performance from your manager or colleagues/Councillors is not bullying. It is part of normal employment and management routines, and should not be interpreted as anything different.

Victimisation

Victimisation is subjecting a person to a detriment because they have, in good faith, complained (whether formally or otherwise) that someone has been bullying or harassing them or someone else, or supported someone to make a complaint or given evidence in relation to a complaint. This would include isolating someone because they have made a complaint or giving them a heavier or more difficult workload.

Provided that you act in good faith, i.e. you genuinely believe that what you are saying is true, you have a right not to be victimised for making a complaint or doing anything in relation to a complaint of bullying or harassment and the council will take appropriate action to deal with any alleged victimisation, which may include disciplinary action against anyone found to have victimised you.

Making a complaint that you know to be untrue, or giving evidence that you know to be untrue, may lead to disciplinary action being taken against you.

Reporting Concerns

What you should do if you feel you are being bullied or harassed by a member of the public or supplier (as opposed to a colleague)

If you are being bullied or harassed by someone with whom you come into contact at work, please raise this with your nominated manager in the first instance or, with the clerk/or a councillor. Any such report will be taken seriously, and we will decide how best to deal with the situation, in consultation with you.

What you should do if you feel you are being bullied or harassed by a councillor: If you are being bullied or harassed by a councillor, please raise this with the Town Clerk or the Mayor in the first instance. They will then decide how best to deal with the situation, in consultation with you. There are two possible avenues for you, informal or formal. The Informal Resolution is described below. Formal concerns regarding potential breaches of the Councillors Code of Conduct must be investigated by the Monitoring Officer.

The council will consider reasonable measures to protect your health and safety. Such measures may include a temporary change in duties or change of work location, not attending meetings with the person about whom the complaint has been made etc.

What you should do if you witness an incident you believe to be harassment or bullying: If you witness such behaviour you should report the incident in confidence to the Town Clerk or a councillor. Such reports will be taken seriously and will be treated in strict confidence as far as it is possible to do so.

What you should do if you are being bullied or harassed by another member of staff: If you are being bullied or harassed by a colleague or contractor, there are two possible avenues for you, informal or formal. These are described below.

Informal resolution

If you are being bullied or harassed, you may be able to resolve the situation yourself by explaining clearly to the perpetrator(s) that their behaviour is unacceptable, contrary to the council's policy and must stop. Alternatively, you may wish to ask the Town Clerk, your nominated manager or a colleague to put this on your behalf or to be with you when confronting the perpetrator(s).

If the above approach does not work or if you do not want to try to resolve the situation in this way, or if you are being bullied by your own nominated manager, you should raise the issue with the Town Clerk or Mayor. (If your concern relates to the Mayor, you should raise it with the Town Clerk). The Mayor (or another appropriate person) will discuss with you the option of trying to resolve the situation informally by telling the alleged perpetrator, without prejudicing the matter, that:

- there has been a complaint that their behaviour is having an adverse effect on a member of the council staff
- such behaviour is contrary to our policy
- for employees, the continuation of such behaviour could amount to a serious disciplinary offence

It may be possible for this conversation to take place with the alleged perpetrator without revealing your name, if this is what you want. The person dealing with it will also stress that the conversation is confidential.

In certain circumstances we may be able to involve a neutral third party (a mediator) to facilitate a resolution of the problem. The Mayor (or another appropriate person) will discuss this with you if it is appropriate.

If your complaint is resolved informally, the alleged perpetrator(s) will not usually be subject to disciplinary sanctions. However, in exceptional circumstances (such as extremely serious allegation or in cases where a problem has happened before) we may decide to investigate further and take more formal action notwithstanding that you raised the matter informally. We will consult with you before taking this step.

Raising a formal complaint

If informal resolution is unsuccessful or inappropriate, you can make a formal complaint about bullying and harassment through the council's grievance procedure. You should raise your complaint to the Town Clerk or the Mayor. A formal complaint may ultimately lead to disciplinary action against the perpetrator(s) where they are employed.

The Town Clerk or the Mayor will appoint someone to investigate your complaint in line with the grievance policy. You will need to co-operate with the investigation and provide the following details (if not already provided):

- The name of the alleged perpetrator(s),
- The nature of the harassment or bullying,
- The dates and times the harassment or bullying occurred,
- The names of any witnesses and
- Any action taken by you to resolve the matter informally.

The alleged perpetrator(s) would normally need to be told your name and the details of your grievance in order for the issue to be investigated properly. However, we will carry out the investigation as confidentially and sensitively as possible. Where you and the alleged perpetrator(s) work in proximity to each other, we will consider whether it is appropriate to make temporary adjustments to working arrangements whilst the matter is being investigated.

Where your complaint relates to potential breaches of the Councillors Code of Conduct, these will need to be investigated by the Monitoring Officer. The council will consider any adjustments to support you in your work and to manage the relationship with the councillor the allegations relate to, while the investigation proceeds.

Investigations will be carried out promptly (without unreasonable delay), sensitively and, as far as possible, confidentially. When carrying out any investigations, we will ensure that individuals' personal data is handled in accordance with the data protection policy.

The council will consider how to protect your health and wellbeing whilst the investigation is taking place and discuss this with you. Depending on the nature of the allegations, the Investigator may want to meet with you to understand better your complaint (see the grievance policy for further information, and details of your right to be accompanied).

After the investigation, a panel will meet with you to consider the complaint and the findings of the investigation in accordance with the grievance procedure. At the meeting you may be accompanied by a fellow worker or a trade union official.

Following the conclusion of the hearing the panel will write to you to inform you of the decision and to notify you of your right to appeal if you are dissatisfied with the outcome. You should put your appeal in writing explaining the reasons why you are dissatisfied with the decision. Your appeal will be heard under the appeal process that is described in the grievance procedure.

The use of the Disciplinary Procedure

If at any stage from the point at which a complaint is raised, we believe there is a case to answer and a disciplinary offence might have been committed, we will instigate our disciplinary procedure. We will keep you informed of the outcome.

This is a non-contractual policy and procedure which will be reviewed from time to time.

General Risk Assessment

St Austell Town Council

St Austell Town Council, The Stable Block, Pondhu
House, Penwinnick Road, ST. AUSTELL, Cornwall,
PL25 5DP

29 Oct 2024

Jim Stowe



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Section 1 - Executive Summary

1 Executive Summary

Organisation Description	St Austell town council consists of around 22 employees. It is responsible for grounds maintenance, playground maintenance for around 17 sites, one set of public toilets, a car park and a library. The client also lets St Austell Youth Centre to a third party and has some landlord responsibilities there.
Organisation Category	Town Council
Enforcement History / Significant Incidents	None reported.
Areas Assessed	Site visit was carried out at the Pondhu House Office. Other areas and activities were assessed on the basis on discussions with relevant staff and records.
Areas Not Assessed	Fire safety was not discussed in this report as the client has agreed to have updated fire risk assessments completed at the library and Pondhu House by WorkNest in November 2024
Visit Attendance	Steve Skinner, operations Manager Jim Stowe, H&S Consultant
Overall People At Risk	All employees, Councillors, Contractors, Members of the public, Lone workers, New and expectant mothers
Scope	<p>This is a General Risk assessment report for:</p> <p>St Austell Town Council The Stable Block, Pondhu House, Penwinnick Road ST. AUSTELL PL25 5DP</p> <p>It is an assessment of the health, safety risks arising from the premises and the activities within and to determine the adequacy of the existing controls and provide information on the further actions required to reduce risks in line with current legal requirements and best practice.</p>
Other Comments	None

1.2 Actions Requiring Immediate Attention

There are no Actions requiring immediate attention






1.3 Overall Risk Rating Table

The following risk rating table shows the score attained against each area assessed. The maximum score for each section is 20 points, however, if actions have been identified this score will be reduced in line with the following:

Scoring guide: * = Deduct 15, ** = Deduct 10, *** = Deduct 5

	Satisfactory	Priority 1 Actions*	5+ Priority 2 Actions**	1-4 Priority 2 Actions or Priority 3 Actions ***
Asbestos Management	20			
Chainsaws	20			
Cleaning	20			
Contractor Management	20			
Display Screens				15
Electrical Safety				15
Fire Safety Overview				15
First Aid At Work	20			
Gas Safety	20			
Grass Cutting	20			
Grounds Maintenance	20			
Legionella Management	20			
Management of H and S				15
Managing Manual Handling Operations	20			
New and Expectant Mothers	20			
Outside Work	20			
Recreation and Play Areas	20			
Ride On Mowers	20			
Stress Management	20			
Vehicle Use (Non-Goods)				15
Workplace H and S	20			
Additional Observations				15
Sub Total	320	0	0	90
Total	410			
Available Score	440			

Score	93%
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	Intolerable	< 65%
	Substantial	65-74%
	Moderate	75-84%
	Tolerable	85-94%
	Trivial	95% >

1.4 Calculated Overall Risk Rating

	Tolerable
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Section 2 - General Risk Assessment Action Plan

2.1 Action Priority Summary

	Priority 1	0
	Priority 2	0
	Priority 3	6
	Priority 4	1

2.2 General Risk Assessment action plan

Display Screens

Observation

Action Required: Display Screens- Workstations

Recommendation

Complete a DSE assessment for each workstation and determine the need for additional control measures to reduce the risk of ill health. All assessments should be regularly reviewed as required. A suitable form can be found in the client login area of safetynest.

Priority

3

Complete By

27/01/2025

Electrical Safety

Observation

Action Required: Electrical Safety- Fixed Wiring

Recommendation

Action Required: Electrical Safety- Fixed Wiring Fixed wiring test for managed building are as detailed below:

Status by location:

Park café in date. Next test by 07/25

Stable block: completed 2021, confirm date for retest as unclear on certificate.

Library: Paperwork unclear as whether all remedials have been completed and date for next test. Ask electrician to clarify as required.

Toilet block in date and satisfactory. Next test due 2029.

Priority

3

Complete By

27/01/2025

Fire Safety Overview

Observation

Action Required: Fire Safety Overview- Risk Assessment

Recommendation It was agreed that new fire risk assessments are required for the library and Pondhu house and that these will be completed by WorkNest as part of the existing time available on contract. No further comment is made regarding fire safety in this document so as to avoid duplication of required actions.

Priority 3

Complete By 27/01/2025

Management of H and S

Observation Action Required: Management of H&S - Training

Recommendation Ensure that learning courses on fire safety awareness, manual handling, COSHH awareness and workplace stress are made available to staff. Review other topics on eLearning to determine other courses that will be of use depending on role, e.g. office safety. A quote for 12 licences will be provided to you from WorkNest for this purpose.

Priority 3

Complete By 27/01/2025

Stress Management

Observation Action Required: Stress Management- Controls

Recommendation Consider placing key individuals on mental health first aider course to assist staff who are having difficulties.

Priority 4

Complete By 27/04/2025

Vehicle Use (Non-Goods)

Observation Action Required: Vehicle Use (Non-Goods)- Controls

Recommendation Check the licences for drivers of company vehicles on an annual basis and keep a copy on file. Review via the DVLA licence check system to ensure that any endorsements on file are viewed.

Priority 3

Complete By 27/01/2025

Additional Observations

Observation Use of air compressor for cleaning of playground equipment

Recommendation Ensure that risk assessment records include the risks associated with the use of the portable air compressor for cleaning playground equipment along with required controls (goggles, area around usage).

Priority	3
Complete By	27/01/2025

Beat the Street – Coming to Cornwall

Beat the Street is an evidence-based behaviour change intervention which increases activity levels, active travel and reduces health inequalities across local populations. Supported by a wealth of evidence, it brings about sustainable behaviour change in some of the most deprived communities.

Beat the Street uses gamification to mobilise large numbers of residents creating a social norm around walking, cycling, rolling and running. Beat the Street is led and delivered locally using local connections and knowledge with support from the Intelligent Health team.



Beat the Street has been referenced as an example of good practice at Government level: Public health, Active travel, Physical Activity.

How does the game work?

Beat Boxes are placed on street furniture across the playing area and players score points by tapping at least 2 Boxes within an hour timeframe. The game phase lasts 4-weeks.

- Players register their card online to join a team and complete a health questionnaire.
- Schools and community groups compete on separate leaderboards to see how far their team can go and to win prizes.
- Community groups and workplaces can also play by picking up cards from local venues.
- Players aged 13+ can also play with the Beat the Street app that they can download for free.
- There are several events for bonus points which promote local existing activities and assets.

How can it support local partners?

Because the programme usually engages 10-15% of the local population, Beat the Street provides partners with a large amount of data and insight into communities at a Lower Super Output Area (LSOA) level. Participants complete a questionnaire pre-game, directly post-game and 6 months post-game and this can include measures for:

- Physical Activity
- Mental Health
- Active Travel
- Health Resilience
- Child Independence
- Nature Connectedness

Beat the Street is a mass-engagement programme which does not compete with local events but promotes them. During the game, it can promote any existing initiatives, activities and events to residents through the website, social media, newsletters and the app.

The Proposal

To create a Steering Group of local partners and stakeholders to help co-design the initiative to maximise engagement and outcomes for local residents within the St Austell and Clays area.

Deliver the first Beat the Street Game in Cornwall for a 4-week period after Easter 2025 and before schools break for the summer holidays.

MINUTES of a MEETING of ST AUSTELL TOWN COUNCIL PLANNING AND REGENERATION COMMITTEE held on MONDAY 3rd FEBRUARY 2025 in The Registrar's Office, Carlyon Road St Austell, Cornwall, PL25 4LD at 6pm.

Present: Councillors: Brown, Bull, Fox, Gray, Hamilton, Kimber, Lanxon, Preece, and Thompson.

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

P/24/128) Apologies for absence

Apologies for absence were received from Councillors Cohen, Double, Rowse, Stephens, Styles and Young.

The Clerk read an e-mail from Councillor Rowse tendering his apologies and expressing his disappointment that the Planning Inspector has overturned Cornwall Council's unanimous decision to refuse planning permission for the Aspen Drive Planning Application.

The Chair expressed a view that had the appeal been considered a year earlier the outcome might have been different.

P/24/129) Declarations of Interest

Councillor Fox declared an interest in Planning Application Number (v) by virtue of being a near neighbour.

P/24/130) Dispensations

None.

P/24/131) Minutes from the Meeting dated 6th January 2025

It was **RESOLVED** that the minutes of the meeting held on the 6th January 2025 be approved and signed as a correct record.

P/24/132) Matters to note

The Clerk advised the following:

P/24/123 – 2025 Off-Street Parking Places Amendment Order

The Community Link Officer has advised that the Town Council's interest in Clifden Road Car Park has been passed to the relevant officers at Cornwall Council for consideration. He added that no further communication has been received from Cornwall Council with regard to the proposed transfer of the car parks to Corserv.

Arising from a question, the Clerk **AGREED** to liaise with Treverbyn Parish Council with a view to jointly approaching Cornwall Council's Highways Team to review the accidents on Treverbyn Road and assess whether or not any safety measures can be implemented.

Arising from a further question, the Deputy Town Clerk **AGREED** to check the deadline for the Blantyre Planning Application consultation response and, if required, seek agreement from the Planning Officers that a slightly late response is acceptable.

P/24/133) Public participation

None.

P/24/134) Planning Applications

- i. **PA24/08031:** 2 Shelley Road St Austell Cornwall PL25 3JG. Proposed refurbishment and extension to form a kitchen and larger bedroom.

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

- ii. **PA24/09352:** 54 Roslyn Close St Austell Cornwall PL25 3UW. Proposed front porch and rear extensions.

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

- iii. **PA24/09629:** 1 Church Street St Austell Cornwall PL25 4AW. Installation of new disabled access ramp to main entrance.

Although supportive of the Bank creating a disabled access, it was **RESOLVED** to object to the application on the grounds of the Historic Environment Officer's concerns with regard to the visual and physical impact of the proposal on the Grade II listed building.

- iv. **PA24/09630:** 1 Church Street St Austell Cornwall PL25 4AW. Listed Building Consent for installation of new disabled access ramp to main entrance.

Although supportive of the Bank creating a disabled access, it was **RESOLVED** to object to the application on the grounds of the Historic Environment Officer's concerns with regard to the visual and physical impact of the proposal on the Grade II listed building.

*****Councillor Fox reiterated her interest and left the meeting*****

- v. **PA24/09745:** Land Rear Of 30 Dobell Road St Austell PL25 4NB. Proposed sub-division of garden and construction of two bedroom bungalow with garden amenity area and off-road parking without compliance with condition 2 in respect of decision PA22/10686.

During discussion, a concern was expressed about the precedent this application could set, particularly as it is already an area of high density housing.

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

*****Councillor Fox returned to the meeting*****

- vi. **PA24/09824:** 104 Holmbush Road St Austell Cornwall PL25 3LP. Reserved Matters application following Outline approval PA21/12014 dated 24.01.22: details are provided for appearance, landscaping, layout and scale.

During discussion, Members expressed concerned with regard to the access and the very small gardens.

It was **RESOLVED** to make no objection to this application subject to the Highways Officer being satisfied with the access arrangements.

Councillor Fox voted against this proposed

- vii. **PA25/00149:** Land North Of 36 Eliot Road St Austell PL25 4NN. Construction of dwelling house & associated works.

During discussion, Members expressed their strong objection to the application on the grounds of over-bearing, over-looking, over-development and the lack of parking in the area.

It was **RESOLVED** to object to this application in the strongest terms on the grounds of:

Over-bearing
Over-looking
Over-development
Severe lack of parking

- viii. **PA25/00215:** St Johns Methodist Church Bodmin Road St Austell Cornwall. Formation of access walkway and ramp from Priory Car Park to ground level of St John's Methodist Church.

During discussion, Members expressed mixed views with regard to the aesthetics of the proposed new access walkway and ramp from Priory Car Park to St John's Methodist Church.

Although the Town Council expressed their support for the formation of an access walkway and ramp from Priory Car Park to St John's Methodist Church, it was **RESOLVED** to object to the application on the grounds that the proposal is not in keeping with the Grade II listed building.

- ix. **PA25/00275:** 28 Tregorrick View St Austell Cornwall PL25 4EE. Works to trees covered by a Tree Preservation Order to reduce the height and width of Lime Tree and raise crown.

Members expressed concern with regard to the lack of detail associated with the proposal.

It was **RESOLVED** to object to this application on the grounds of the lack of detail with regard to the works proposed and the absence of an arboricultural report.

P/24/135) Premises Licence Applications

None.

P/24/136) Planning Decisions

Members noted the planning decisions report.

P/24/137) Cornwall Council – Urgent Delegated Planning Decisions

None.

Land Between Aspen Drive and Boscoppa Road, Aspen Drive, St Austell, Cornwall, PL25 3JY

The Clerk advised that the Appeal Decision notice was circulated to all Members at the end of last week and expressed a view that the existing planning policies now carry less weight because of the lack of a 5 year land supply. He added a view that if the Appeal had been 6-12 months ago, the decision may have been different.

Members expressed their disappointment and noted the Clerk's update.

P/24/138) Local Plan

The Chair advised that he had agreed with the Deputy Clerk that the Local Plan should be a standing item on the Planning and Regeneration agenda, to allow the Town Council to respond to Local Plan consultations in a timely manner.

The Town Clerk advised that Cornwall Council has issued an Interim Policy Position Statement following changes to the National Planning Policy Framework and an increase in housing targets introduced by the new Government. He advised that the local plan no longer delivers sufficient housing to meet the new Government targets, Cornwall Council cannot demonstrate a 5-year land supply and the housing delivery policies in the Local Plan, the Town Framework, Land Allocation Development Plan Document and Neighbourhood Plans are now largely out of date and carry very little weight. The Clerk advised that the presumption will be in favour of sustainable development as long as the local plan or Cornwall Council are not delivering the housing targets.

The Clerk further advised that Cornwall Council will shortly be trialling Neighbourhood Priority Statements (NPS) which might require the Town Council to employ the services of a Planning Consultant, particularly as the majority of land that could be developed is in the neighbouring parishes. He added that it is not yet clear where the boundaries are for the development of a NPS.

The Clerk advised that Cornwall Council will be consulting Town and Parish Councils shortly on the Call for Sites document. This will be a two stage process. The first stage is to consider the deliverability of each site and the second stage to prioritise each site.

During discussion, the following observations were made:

Page 4

Cornwall Council should be encouraged to consult with the Town and Parish Councils as much as possible whether significant or not.

Page 7

Disappointment that the standards for the Garden Village has been transferred into the Site Allocations DPD.

Page 9

Green Space. Cornwall Council should be asked where the existing local green spaces are and an opportunity be offered for them to be reviewed.

Page 14

Further clarification is required on the new pre-application process, particularly as to whether or not Town and Parish Councils can engage at pre-application stage.

Welcome the suggestion that investment could be made in Council-led housing sites to provide more affordable housing;

Page 17

The Town Council welcomes a robust local engagement process.

Page 19

Policy 3. Role and function of places. Clarification is needed with regard to the distribution of housing targets.

Page 25

Members felt strongly that robust infrastructure to support development is essential and cited Nansledan at Newquay as a good example where infrastructure has been put in place early in the development process.

Page 26

Engage and Involve Everyone. Clarification is needed with regard to the meaning of the phrase:

"This includes a new streamlined way for our parishes, towns and city to proactively shape our Local Plan for growth and development in Cornwall"

Councillor Brown expressed concern that the Housing Strategy document due to be considered by Cornwall Council's Growth Board shortly is exempt and asked that the Town Council stresses in their response to Cornwall Council that maximum transparency is required.

Other issues raised:

- There is no reference in the document with regard to returning empty homes onto the market;
- Cornwall Council might contact landowners direct if there is not enough land available for development in a particular area;
- Cornwall Council are looking for 100 sites across Cornwall that can accommodate 100 houses on each site;
- The difficulty of discussing the Local Plans at CAP level due to the arbitrary boundary drawn through the north part of St Austell and the lack of connectivity to towns such as Lostwithiel and Fowey;
- The need to carefully consider the location of new homes to ensure that they are sustainable and do not become ghettos in the future;
- Disappointment in the past that developers have not always fulfilled their affordable housing obligations;
- The Town Council welcomes the non-toleration of artificial low densities or artificial sub division of sites to avoid the requirement for affordable housing;
- The shortage of green open space in St Austell
- Concern that streamlining of the planning process will reduce consultation with Town and Parish Councils

It was **RESOLVED** that the Town Clerk should draft a letter in consultation with Planning and Regeneration Committee Members who are able to attend an Informal Meeting on Wednesday 12th February 2025 at 2pm.

P/24/139) St Austell Town Centre Revitalisation Partnership

Rooftop Garden

The Clerk advised that the draft report was received on Friday and will be sent to the Town Centre Revitalisation Partnership and Town Council once he has reviewed it with the Regeneration Officer.

Church Piazza

Cornwall Council officers are meeting on the 6th February to hopefully agree an extension of time for the grant funding. The formal approval from the church (faculty) is still awaited and is currently in the 28 day consultation phase which, following no issues, will be sent to the Chancellor for approval.

Poundland Banners

The Poundland Banner project is progressing well and is still on target to be completed by March.

Highways

The Highways Officers have advised that due to the narrowness of the roads, it is not possible to provide a one-way system around Market Street but they are hoping to produce different colours/textures on the road to make the area safer for pedestrians.

Fore Street is being reviewed to see if it can facilitate the reversal of traffic flow and the potential for buses/taxis to pass through Fore Street on a regular basis which will hopefully make the town centre more visible.

Duke Street

The designs for Duke Street are complete and the Regeneration Officer is due to consult on the designs over the next few weeks.

High Cross Street

Matthew Vowels is finalising the project and is hoping to speak to Cornwall College soon to firm up the number of student units required.

General Wolfe

The Clerk advised that he has had discussions with the Strategic Director on the future of the General Wolfe building and that once additional information has been received he will update the Town Council on the discussions.

Arising from the above, the following questions were raised:

- Disappointment that the church piazza works have been delayed
- The best location in the town for taxis, preferably on the flat
- Concern that the sets included at PTO4 and PTO5 may not wear well
- Concern that the use of paving slabs will cause slips, trips and falls (heels catching in between the slabs and a slippery surface)

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

P/24/140) Dates of Meetings

It was noted that the date of the next meeting of the Planning and Regeneration Committee is Monday 3rd March 2025.

The meeting closed at 7.56pm.

MINUTES of a MEETING of ST AUSTELL TOWN COUNCIL PLANNING AND REGENERATION COMMITTEE held on MONDAY 3rd MARCH 2025 in The Stable Block, Pondhu House, Penwinnick Road, St Austell, Cornwall, PL25 5DP at 6pm.

Present: Councillors: Brown, Cohen, Fox, Gray, Hamilton, Kimber, Lanxon, Preece, Stephens and Thompson

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

P/24/141) Apologies for absence

Apologies for absence were received from Councillors Bull, Double, Styles and Young.

Councillor Stephens advised that he needed to leave the meeting at 7.30pm

P/24/142) Declarations of Interest

None.

P/24/143) Dispensations

None.

P/24/144) Minutes from the Meeting dated 3rd February 2025

Councillor Brown suggested that the following amendments be made:

Page 4.

Minute Number: P/24/138) Insert the word "new" before Government

Page 6.

Amend the Resolution to read:

It was **RESOLVED** that the Town Clerk should draft a letter in consultation with Planning and Regeneration Committee Members **who are able** to attend an **informal meeting** on Wednesday 12th February 2025.

It was **RESOLVED** that subject to the above amendments, the minutes of the meeting held on the 3rd February 2025 be approved and signed as a correct record.

P/24/145) Matters to note

P/24/138) Local Plan.

The Clerk advised that following the informal meeting on the 3rd February the draft letter was finalised and sent off to Cornwall Council and a copy circulated to all Members via the weekly brief.

The Chair advised that in order to be helpful to the Members of the public present he would allow Mr Kneller and Mrs Yelland to speak under Public Participation and then bring agenda item 7 (vii) to be considered first followed by item 7 (iv).

P/24/146) Public participation

The Chair welcomed Mrs Yelland – Clerk, St Mewan Parish Council and Mr Kneller, a member of the public to the meeting.

Mr Kneller explained that he was Chair of St Mewan Parish Council for 10 years and during that time was involved in the St Austell Town Framework discussions. He advised that one of his proudest achievements was the St Mewan Neighbourhood Plan which was produced through extensive community consultation and a referendum. Mr Kneller advised that the Neighbourhood Plan was signed off in 2018 but unfortunately under the new planning guidelines it is no longer a valid planning document as it is over 7 years old.

Mr Kneller advised that St Mewan Parish Council has discussed the Call for Sites document and have agreed that they would like the villages of Trewoon and Polgooth to retain a green buffer between them and St Austell.

Mr Kneller concluded that St Mewan Parish Council would welcome joint discussions about the sites identified.

P/24/147) Planning Applications

- vii. **PA25/00947:** Factory Unit Rear Of 75 Treverbyn Road St Austell Cornwall. Proposed new site access/egress to existing E(g)/B8 industrial/warehouse building and formation of new vehicular turning area.

The Chair welcomed Mr Roger Skinner to the meeting.

Mr Skinner advised that the previous application for the site was refused due to the loss of a Cornish hedgerow and that the new hedgerow proposed in this application should overcome that objection. Mr Skinner advised that the proposed access to the site complies with Department of Transport guidelines and that the Highways Officer had raised no objections previously. Mr Skinner advised that a flood risk assessment has been carried out which concludes that the development will not adversely impact on the flood risk within the St Austell critical drainage area.

During discussion, the following issues were raised:

- The flooding on the nearby footpath
- The non requirement for a contamination report
- Concern with regard to speeding on Treverbyn Road

It was **RESOLVED** to make no objection to this application subject to the Highways Officer being satisfied with the proposal.

- iv. **PA25/00646:** Pentreva Bungalow The Blantyre Centre Truro Road St Austell. Outline Planning Permission with some matters reserved

(access) for a proposed development of up to 77 extra care apartments (C3) and associated works.

The Chair welcomed Ms Sarah Keast, Cornwall Council Commissioning Manager, to the meeting and invited her to outline the purpose of the proposed development. She explained that this proposal was part of a project to increase the supply of extra care housing in Cornwall. The accommodation would be outside of the Home Choice system and target older people over 55 and younger people with care needs and/or learning disabilities. It was hoped that the facility will encourage longer independent living and reduce admissions into residential care.

Members welcomed the provision of extra care housing provided it was not for individuals with complex needs but raised concerns about the loss of scrub land/habitat, testing for contaminated land, surface water drainage, the height and massing of the buildings and the access for the site. Ms Keast undertook to obtain answers to some of the technical questions raised.

It was **RESOLVED** to support the principle of development of extra care housing on the site but object to the height, design and access arrangements proposed in this application.

- i. **PA25/00027:** 20-22 Fore Street St Austell Cornwall PL25 5EP. Alterations to first, second and third floors to create five, one bedroom apartments and external staircase from first to second floor.

It was **RESOLVED** to support this application subject to the Heritage Officer being satisfied with the external staircase proposed.

- ii. **PA25/00141:** Salema Bownder Vean St Austell Cornwall. Proposed extension and alterations.

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

- iii. **PA25/00184:** Co-Operative Retail Services Ltd West Hill St Austell Cornwall. Application for Consent to Display an Advertisement, namely the siting of one internally illuminated digital display screen.

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

- iv. **PA25/00662:** Coleraine Higher Tremena St Austell Cornwall. Works to trees subject to a Tree Preservation Order (TPO), works include Atlas Cedar T3 crown reduction approximately 1000mm - 1500mm to reduce overall crown of tree.

It was **RESOLVED** to make no objection to this application subject to the extent of the works stated being to the satisfaction of the Tree Officer.

- v. **PA25/00692:** 22 Westbourne Drive St Austell Cornwall PL25 5EA. Proposed domestic extension plus associated works.

It was **RESOLVED** to make no objection to this application subject to compliance with South West Water's requirements.

- vi. **PA25/01240:** 25 Whieldon Road St Austell Cornwall PL25 3JD.
Proposed extension, garage and alterations.

A proposal to object to the application on the grounds of overlooking was lost 2 votes for, 4 against.

A proposal to make no objection to the application was carried.

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

P/24/148) Premises Licence Applications

None.

P/24/149) Planning Decisions

Members noted the planning decisions report.

Arising from the above, the Clerk advised that the Planning Application for 80 houses at Pentewan Road (PA21/12707) has been approved with conditions.

P/24/150) Cornwall Council – Urgent Delegated Planning Decisions

The Clerk advised that a revised planning application for a proposed solar farm on land off Menear Road (PA23/09532) is out for consultation with a deadline of the 11th March 2025 but the Town Council has not been formally consulted. The Clerk further advised that when last consulted the Town Council made no objection.

Members expressed their concern with regard to the loss of good quality agricultural land and the visual impact the development would have on St Austell and the surrounding area.

It was **RESOLVED** to object to the application on the grounds of:

- The loss of good quality agricultural land;
- The visual impact on St Austell and the surrounding area.

Councillor Stephens left the meeting

P/24/151) Shared Prosperity Funding

The Clerk advised that an application had been submitted to Cornwall Council's Community Levelling Up Programme for funding to create a Pump Track at The Meadows. He added that a condition of the funding is that the applicant has to provide 10% of the costs involved which based on the quotations received so far would be between £8,000 and £10,000 for the project. The Clerk advised that the community is extremely supportive of a Pump Track at The Meadows and a number of letters of support have been received including letters from The Cornwall Bicycle Project, Cornwall Council Social Care, CELT and St Austell Healthcare.

Members unanimously expressed their support for a Pump Track at The Meadows and thanked the Clerk, Operations Manager and the Regeneration Officer for their

hard work in gathering all the required information and submitting the application within the very tight timescales.

It was **RECOMMENDED** that a maximum of £10,000 be approved by way of match funding for a Pump Track at The Meadows.

P/24/152) Local Plan

The Clerk advised that Cornwall Council has invited comments on sites identified as having potential for development through a "call for sites" exercise and has set a deadline for responses of 19th March 2025.

He explained that there would be further opportunities for comment and that at this stage local housing targets were not known and members were not being asked to support or oppose sites or to choose preferred sites but instead were asked to comment on the deliverability of each site. It was accepted that a number of sites would be required to deliver the housing numbers required by the new Government and that most new development for the St Austell area would be in neighbouring parishes.

Members agreed that it was important to respond to the consultation and to engage with neighbouring parish councils before doing so. It was suggested that an informal meeting of members of the Planning Committee, should take place at 5.00pm on Monday 10th March 2025 and representatives of other parishes should be invited to agree responses as felt appropriate in relation to the sites suggested.

Councillor Brown expressed concern with regard to a recent Cornwall Council Growth Board Meeting where an agenda item on Housing Policy was not considered in the public domain.

It was **RESOLVED** to delegate the drafting of a response to the consultation exercise to the Town Clerk in consultation with the attendees of the informal meeting on the 10th March 2025.

Councillor Kimber left the meeting

P/24/153) St Austell Town Centre Revitalisation Partnership

Banner and Church Piazza

The Clerk advised that the erection of the new banner has been delayed until April and the final approval for the church piazza is still awaited.

General Wolfe Building

Cornwall Council is costing up various options for the General Wolfe building which includes demolition. It has been stressed to Cornwall Council that whatever option is taken forward an improved road scheme to improve the safety for both drivers and pedestrians needs to be incorporated into the plans.

High Cross Street

The Clerk advised that he is meeting with Rob Bosworth, CEO of Cornwall College, within the next few weeks to discuss the demand for student accommodation in St Austell.

Gateways Project

The Duke Street improvement scheme has been finalised and is due to go to public consultation on Monday 10th and Tuesday 11th March 2025 at Studio 4 Dance Studio.

Highways Project

The Highways Officers are finalising their report on the feasibility of a reversal of the traffic through Fore Street. Initial findings suggest that this is possible and would help to improve the Bodmin Road corner outside the General Wolfe.

Roof Top Garden

The Clerk advised that the Town Centre Revitalisation Partnership has accepted and approved the final roof top garden report and agreed that it should be reviewed in the future should large scale Government funding become available.

During discussion, Members raised the following:

- A new survey commissioned by Linden Allen (local historian) indicates public resistance to the demolition of the General Wolfe building;
- The need for de-listing of the building before demolition;
- The extension of funding to enable the church piazza to be completed after the 31st March 2025 deadline.

It was **RESOLVED** that the Town Council should accept and approve the final roof top garden report and that it should be re-visited should large scale Government funding become available.

P/24/154) Dates of Meetings

It was noted that the dates of the next meetings of the Planning and Regeneration Committee are Monday 14th April 2025 and Monday 19th May 2025.

The meeting closed at 8.29pm.

MINUTES of a MEETING of the FINANCE AND GENERAL PURPOSES COMMITTEE held on MONDAY 17th FEBRUARY 2025 in The Stable Block, Pondhu House, Penwinnick Road, St Austell, Cornwall, PL25 5DP at 6pm.

Present: Councillors: Brown, French, Lanxon, Pearce and Young.

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

Also in attendance: Councillor Hamilton

F/24/48) Apologies for absence

Apologies of absence were received from Councillors Bull, Clemo and Rowse.

F/24/49) Declarations of Interest

None.

F/24/50) Dispensations

None.

F/24/51) Minutes of meeting held on 4th November 2024

It was **RESOLVED** that the minutes of the meeting held on the 4th November 2024 be approved and signed as a correct record.

Councillor Brown arrived during the next item

F/24/52) Matters to Note

The Clerk advised that a ride-on mower has been purchased, and the repairs to the Prince Charles Park safety surfacing are complete.

A minor works contract has been drafted for the Holy Trinity Church piazza project and once the final permissions are granted the works will proceed, hopefully by end of March/beginning of April.

F/24/53) Public participation

There were no members of the public present.

F/24/54) Budget Monitoring Report

The Clerk explained the variances and advised that before the year end, it is hoped to have 5 new CCTV cameras installed in the town centre, car park improvements, a new accessible roundabout at the Meadows and the completion of tree management works. The Clerk concluded that the Town Council is in a good financial position with a small surplus likely at the year end.

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

F/24/55) Consultation paper – Strengthening the standards and conduct framework for local authorities in England

The Clerk advised that the Town Council agreed at its meeting on the 27th January 2025 that a response to the consultation paper should be delegated to the Finance and General Purposes Committee. Members noted that the response is required to be submitted by 26th February 2025.

The Committee considered each question on-line and submitted a response on behalf of the Town Council broadly stating that a strengthening of the standards regime is required with appropriate sanctions.

F/24/56) Risk Management

Members reviewed the Risk Management strategy updated as at February 2025.

It was **RECOMMENDED** to approve the Risk Management Strategy.

Members reviewed the Risk Register and made the following suggestions:

Risk Number 1.2

Add – “Monitor postal services”

Risk Number 1.3

Amend to read – “Town Clerk to resurrect regular meetings with Mayor, Deputy Mayor and Chairs of standing committees”

Risk Number 1.6

Amend to read – “Monitor impact of inflation and global economic changes on running costs. Monitor Cornwall Council budget setting and funding settlements”

Risk Number 1.13

Add – “Engage with Cornwall Council Planning Officers”

Risk Number – 3.10

Add – “Chairs to intervene at Council/Committee meetings where necessary”

Risk Number – 3.11

Amend to read – “Removal of laptop from the SATC offices requires approval by the Town Clerk”

Risk Number – 8.8

Amend to read – “Lobby to ensure that St Austell treated as high priority by Cornwall Council and the Government”

Risk Number – 10.21

Amend to read – “Induction training to be arranged May 2025 facilitated by a suitable trainer”

It was **RECOMMENDED** that subject to the above amendments, the Risk Register 2025 be approved.

F/24/57) St Austell Library

Members considered the Library Manager’s report and expressed their gratitude to the staff and SALSA for the wide range of activities and functions at the library.

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

F/24/58) To consider excluding the press and public.

It was **RESOLVED** that under Section 1 (ii) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the remainder of the business of the meeting in view of the confidential nature of the business to be transacted.

F/24/59) Stable Block

The Town Clerk provided an update on recent discussions with the Senior Commercial Property Manager from Treveth with regard to renewing the lease of the Stable Block post December 2025 when the existing lease ends.

The Clerk explained the terms of the existing lease which was negotiated as part of a wider devolution package in 2016/17 and the need to discuss any revised terms offered by Treveth with Cornwall Council’s Highways and Environmental Teams. The Clerk advised that he is awaiting Heads of Terms from Treveth to start the negotiations.

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

F/24/60) General Wolfe Building

The Town Clerk provided an update on his discussions so far with the Strategic Director for Sustainable Growth and Development at Cornwall Council. Members noted the estimated costs for the various options that Cornwall Council has identified for the building and the outcome of the MP’s survey which indicated that the public would like to see the building demolished.

It was **RESOLVED** to support the Clerk continuing discussions with Cornwall Council for the future of the General Wolfe building and adjacent land.

F/24/61) Dates of next meeting

It was noted that the next meeting of the Finance and General Purposes Committee is due to take place on 7th April 2025.

The meeting closed at 7.43pm.

MINUTES of ST AUSTELL TOWN COUNCIL COMMUNITY COMMITTEE held on MONDAY 24th FEBRUARY 2025 at The Registrar's Office, Carlyon Road, St Austell, Cornwall, PL25 4LD at 6pm.

Present: Councillors: Cohen, Double, Fox, Kimber, Pearce, Preece, Stephens, Thompson and Young.

In attendance: David Pooley (Town Clerk) and Sara Gwilliams (Deputy Town Clerk), Jessica Hyde (Library and Community Projects Officer).

Also in attendance: Councillor Hamilton

CC/24/39) Apologies for absence

Apologies for absence were received from Councillor Guest.

CC/24/40) Declarations of Interest

Councillor Hamilton declared an interest in agenda item 7 (Small Grants Scheme) by virtue of being the President of TS Hood – St Austell Sea Cadets.

Councillor Thompson declared an interest in agenda item 7 (Small Grants Scheme) by virtue of being a member of a Working Group which is exploring the potential to re-open the hydrotherapy pool at Polkyth Leisure Centre.

CC/24/41) Dispensations

None.

CC/24/42) Minutes of the Meeting held on the 25th November 2024

It was **RESOLVED** that the minutes of the meeting held on the 25th November 2024 be approved and signed as a correct record.

CC/24/43) Matters to Note

The Clerk advised that the Action for Children "Kernow Connect" contract has been cut and the re-structuring of staff has left no resource for St Austell.

Cornwall Council has confirmed that the Adult Education Centre at Robartes Road will close, and discussions are taking place with Cornwall College about facilitating Adult Education courses at the College. The Clerk added that he is meeting with the CEO of Cornwall College shortly to discuss a number of matters and will raise Adult Education with him at that time.

The Clerk confirmed that Councillor Gray was appointed to the White River Project Steering Group.

Arising from a question, the Clerk confirmed that the hoist in the disabled toilet at Priory Car Park is beyond economic repair and quotations are being sought for a replacement.

CC/24/44) Public Participation

The Chair agreed that representatives from the Sea Cadets and St Austell Children's Literacy Festival could speak when their application is due to be considered.

CC/24/45) Small Grants Scheme

In order to assist the public present, the Chair agreed that the St Austell Children's Literacy Festival should be considered first and St Austell Sea Cadets second.

St Austell Children's Literacy Festival

The Chair welcomed Mr Pollard to the meeting.

Mr Pollard advised that last year's event was a huge success and saw around 2,500 people attending the various workshops across the town. White River Place reported a significant increase in footfall over the festival period and local shops were pleased with the additional trade in the town. Mr Pollard stressed that he would like the event to remain free to keep it as inclusive as possible. Mr Pollard advised that he is keeping the costs to a minimum and is working with the Library, Studio 4 and the Arts Centre for this year's festival which is due to take place on the 13th and 14th June 2025.

The Clerk advised that if Members were mindful to approve a grant in the sum requested, funding could be found from another budget, but it would need the approval of full Council.

Members thanked Mr Pollard for the continuation of the St Austell Children's Literacy Festival and unanimously expressed their support for the funding requested.

It was **RECOMMENDED** that a grant in the sum of £1,000 be awarded to the St Austell Children's Literacy Festival by way of a contribution towards the Festival due to take place on the 13th and 14th June 2025.

St Austell Sea Cadets

The Chair welcomed Sub Lieutenant (SCC) Jordan Nash RNR and 2 cadets to the meeting.

Sub Lieutenant Nash explained that the Sea Cadets minibus is nearing its end of life and has broken down on a number of occasions over recent months. In addition, due to its age, the minibus is required to have a safety check every 6 weeks which costs approximately £1,000 per annum. She advised that there are currently 52 Sea Cadets in the unit who all play an active role in the community, parade twice a week and need reliable transport to fully embrace the experiences on offer which are not always within St Austell. Sub Lieutenant Nash added that many parents cannot drive so the unit cannot rely on parents taking their children to other locations. She advised that the Sea Cadets is a self-supporting charity and all their running costs (insurance, fuel, heating, lighting etc) are funded through monthly subscriptions.

Sub Lieutenant Nash advised that an opportunity has arisen to purchase a bus which is 5 years old and has low mileage for the sum of £11,000 which they feel is too good an opportunity to miss.

She advised that the Sea Cadets have £7,500 in reserves which they are prepared to use towards the cost of purchasing the mini bus but they would need to leave some funds in abeyance to cover the daily running costs and retain an emergency fund.

The Clerk advised that if Members were mindful to approve a grant in the sum requested, funding could be found from another budget, but it would need the approval of full Council.

Members thanked Sub Lieutenant Nash and the cadets for attending the meeting and unanimously agreed to recommend the grant requested.

It was **RECOMMENDED** that a grant in the sum of £2,500 be awarded to the St Austell Sea Cadets by way of a contribution towards a replacement minibus.

Amber Bee CIC

It was **RESOLVED** to award a grant in the sum of £250 to Amber Bee CIC to carry out a Barney and Echo Mindfulness and Internet Safety Project at Pondhu School.

Go Shopmobility, St Austell

Members considered the application and agreed that a grant should be awarded. They also suggested that Go Shopmobility should use local newspaper adverts, posters on notice boards and social media campaigns to heighten public awareness of the very valuable service.

It was **RESOLVED** to award a grant in the sum of £250 to Go Shopmobility, St Austell to cover the costs of printing updated leaflets.

Councillor Thompson reiterated his interest and left the meeting

Councillor Stephens assumed the Chair

Merlin Neuro Therapy Centre

Members considered the application and expressed their support for the very important service provided by the Merlin Centre.

It was **RECOMMENDED** to award a grant in the sum of £1,000 to the "Every Step Counts Campaign" on condition that the grant is released upon receipt of confirmation from the centre that it has raised the required funding to go ahead with the purchase of the equipment.

Councillor Thompson returned to the meeting and re-assumed the Chair

The Farming Mother CIC

It was **RESOLVED** to award a grant in the sum of £250 to assist with the cost of wellbeing workshops, peer support networks and resource development for SEND children and their families.

Three Bays Wildlife

It was **RESOLVED** to award a grant in the sum of £250 to cover the cost of materials for a Bumblebee friendly schools project with Sandy Hill Primary School.

CC/24/46) Draft Events Programme

The Deputy Town Clerk referred to the draft events programme and stressed that it is a working document and will evolve as events and activities are developed. She advised that in some circumstances, the support for an external event will be in the form of a grant (eg: St Piran's Day), whilst support for other events organised externally might be by way of a stand or activity (eg: Party in the Park) but this will depend on the resource available.

The events organised and led by the Town Council will be insured, resourced and overseen by Town Council staff, volunteers and, if required, external contractors. The Deputy Clerk advised that the first Town Council organised event for 2025 will be an Easter Fun Day in Poltair Park on Saturday 19th April 2025.

The Deputy Clerk drew particular attention to the "After school games in the park" events which it is hoped will take place during July and, if successful, will continue into August. The plan is to have a trailer full of outdoor games which can be towed to different parks for use by primary school children for after school games. The supervision of the events is yet to be finalised but will probably be a mixture of after school teaching staff and Town Council resource. The Town Council is hoping to obtain funding for the trailer and equipment through a Shared Prosperity Fund grant.

The Deputy Clerk also advised that a proposal had been received from Eat: Festivals who would organise a festival in the town centre each year, for three years which will deliver a free day out for local residents, visitors and businesses and create a busy trading opportunity for local food and drink producers. The target number of pitches is 70 which would be positioned across the town utilising Biddicks Court, Fore Street and White River Place. Entertainment hubs would also be set up across the town to provide ambiance. The Deputy Clerk advised that the event was a success in Bodmin last year and that St Austell BID have agreed to contribute towards the costs involved.

During discussion, Members thanked the Deputy Clerk and Projects Officer for the comprehensive list of events and the good spread across the town. The after-school park events were particularly well received. Members stressed the need to ensure that the events are well publicised utilising social media, posters, leaflets, newspapers and CHAOS radio to try to reach as wide an audience as possible.

It was **RESOLVED** to approve the Draft Events Programme.

Members reviewed the Eat:St Austell proposal and unanimously agreed that funding to support the event should be incorporated into the 2026/27, 2027/28 and 2028/29 budget on condition that St Austell BID contributes each year towards the costs involved.

It was **RECOMMENDED** to support an Eat: St Austell festival by way of a grant to St Austell BID in the sum of £2,500 for 2026/27, £1,500 for 2027/28 and £1,000 in 2028/29.

CC/24/47) Countywide 20mph Speed Limits – Phase 3 St Austell Re-consult

Members reviewed the revised proposals for St Austell which propose speed restrictions across the parish which are broadly:

20mph – Residential areas/outside schools

30mph – Arterial roads

60mph – A roads

Members expressed various concerns with regard to the re-consultation and felt that a formal Town Council response should not be submitted. It was agreed that Members should respond on an individual basis if they wished.

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

CC/24/48) Application for pharmacy

The Clerk advised that Banns Pharmacy had been refused permission to set up a pharmacy in the Carclaze area and the applicant is appealing the decision. During discussion Members expressed their disappointment that the application had been refused and recalled instances of long queues and waits at the local pharmacies for pharmaceutical services. Members felt that with the prospect of more housing in the area and the “pharmacy first” initiative, there is a huge need for additional pharmacies in St Austell and the surrounding area and felt that the appeal should be supported.

It was **RESOLVED** that the Clerk write to Banns Pharmacy re-confirming the Town Council’s support for a pharmacy in the Carclaze area.

CC/24/49) Projects Update

The Clerk and Deputy Clerk provided an update as follows:

Shared Prosperity Fund (Round 1)

The final roof top garden report has been received and was reviewed by the Town Centre Revitalisation Partnership at their meeting on 11th February 2025. The report will be placed to the Planning and Regeneration Committee for consideration on 3rd March 2025.

Town Vitality Fund

Poundland banners/church piazza/highways review

The Clerk advised that due to a protracted project in Falmouth, the banner has been delayed for a couple of months. A request has been put to Cornwall Council for an extension of the funding.

The final permission from the Church for the piazza is still awaited.

The Clerk advised that he is due to meet with the CEO of Cornwall College shortly to ascertain the demand for student accommodation in St Austell which will determine whether or not the project can be taken forward.

A proposal to reverse the traffic flow through Fore Street and allow taxis/buses through at certain times of the day is being assessed by highways officers.

Community Capacity Fund

The Clerk advised that the Duke Street designs have been finalised and will be put to public consultation on the 10th and 11th March 2025 at Studio 4, White River Place.

Shared Prosperity Fund (Round 2)

Community Capacity Fund

A funding bid for a trailer and large garden games will be submitted to Cornwall Council this week.

Community Levelling up Programme

A funding bid for the creation of a pump track at The Meadows will be submitted to Cornwall Council this week. The Clerk will report this application to full Council in March.

CCTV

The town centre CCTV is currently on winter hours monitoring and 5 cameras are on order for installation, hopefully within the next few weeks.

Priory Car Park/Tregonissey Lane End

The car park income is good, and a further section of re-surfacing was carried out last week. Further re-lining work will be carried out shortly. This is being done on a phased basis so that the car park can remain open with little disruption to users. The contactless payment system is still popular, and the season tickets are steady with regular users.

St Johns Methodist Church is in discussions with Cornwall Council with regard to the creation of an access from Priory Car Park through to the front of the Methodist Church.

Tregonissey Lane End is still a free car park and has enforcement from time to time to discourage stays longer than the 3 hour limit.

No response has been received from Cornwall Council with regard to the Town Council's request for Clifden Road to transfer to the Town Council.

ASB

The extra hours for the town centre security guards is funded until March. It is hoped that the Police will find extra funding through the 2nd Homes Council Tax income that they are due to receive with effect from April.

The security guards CSAS training has been completed.

The latest emergency/temporary accommodation numbers have been received which demonstrates a further increase in placements in the town centre.

Facebook continues to be used to report ASB, which is hampering the Police dealing with issues as swiftly as they might if incidents were reported through the 101 channel. Shop lifting is still an issue, but the Community Safety Officer has advised on a number of occasions that St Austell is still in a lot better position than other towns in Cornwall.

Grounds Maintenance

The winter maintenance is nearly finished and weather permitting, the grass cutting season should commence with effect from 1st April.

2,500 bulbs have been planted across the town and the centre bed at Asda has been re-planted. A flower tower has been placed on Porthpean Road roundabout, and the paths at the library and the parks are in the process of being edged. Seeds are being grown on in the Polytunnel and will be planted out in the summer.

The Landrew Road swings and surfacing are complete, and The Meadows roundabout should be finished by the end of the week. These works have been funded through CIL funding.

Public Conveniences – Priory Car Park

The men's toilets have been refurbished but the broken hoist in the changing places toilet has been deemed beyond economic repair. Quotes are being obtained for its replacement and will be brought to full Council in due course.

CC/24/50) Dates of Meetings

It was noted that the next meeting of the Community Committee is scheduled for Monday 24th March 2025.

The meeting closed at 7.36pm.

ST AUSTELL TOWN COUNCIL
COUNCIL MEETING – 17th MARCH 2025
SCHEDULE OF PAYMENTS
18th JANUARY 2025 to 7th MARCH 2025

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 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

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 £267076.94 and transfers between accounts amounting to £156164.34.

DAVID POOLEY - TOWN CLERK

PAYMENT SCHEDULE

St Austell Town Council

For the period 18 January 2025 to 7 March 2025

Date	Payment Method	Contact	Description	Reference	Receipt	Payment Cost Centre
Bank Transfer						
20 Jan 2025	Credit Card	J Parkers	Bank Transfer from NW Current Account to St Austell TC - Credit Card	D/D	0.00	2,220.80
20 Jan 2025	Credit Card	J Parkers	Bank Transfer from NW Current Account to St Austell TC - Credit Card	D/D	2,220.80	0.00
31 Jan 2025	Credit Card	Gardening Express Ltd	Bank Transfer from NW Business Reserve Account to NW Current Account	EBP	100,000.00	0.00
31 Jan 2025	Credit Card	Brewers	Bank Transfer from NW Business Reserve Account to NW Current Account	EBP	0.00	100,000.00
19 Feb 2025	Credit Card	Amazon EU S.a.r.l.	Bank Transfer from NW Current Account to St Austell TC - Credit Card	D/D	0.00	3,943.54
19 Feb 2025	Direct Debit	Worldpay (UK) Ltd	Bank Transfer from NW Current Account to St Austell TC - Credit Card	D/D	3,943.54	0.00
19 Feb 2025	Direct Debit	Worldpay (UK) Ltd	Bank Transfer from NW Business Reserve Account to NW Current Account	EBP	50,000.00	0.00
05 Mar 2025	Credit Card	Royal Mail	Bank Transfer from NW Business Reserve Account to NW Current Account	EBP	0.00	50,000.00
05 Mar 2025	Direct Debit	Worldpay (UK) Ltd			156,164.34	156,164.34
Total Bank Transfer						
Payment						
20 Jan 2025	Credit Card	J Parkers	Payment: J Parkers	CC20.1.25	0.00	855.20 Other Parks and Open Spaces
20 Jan 2025	Credit Card	J Parkers	Payment: J Parkers	CC20.1.25	0.00	272.75 Other Parks and Open Spaces
20 Jan 2025	Credit Card	Gardening Express Ltd	Payment: Gardening Express Ltd	CC20.1.25	0.00	28.98 Other Parks and Open Spaces
20 Jan 2025	Credit Card	Brewers	Payment: Brewers	CC20.1.25	0.00	185.98 Truro Road Park
20 Jan 2025	Direct Debit	Amazon EU S.a.r.l.	Payment: Amazon EU S.a.r.l.	CC20.1.25	0.00	30.48 General Administration
20 Jan 2025	Direct Debit	Worldpay (UK) Ltd	Worldpay (UK) Ltd		0.00	30.15 General Administration
21 Jan 2025	Credit Card	Worldpay (UK) Ltd	Payment: Royal Mail		0.00	0.88 General Administration
21 Jan 2025	Direct Debit	Worldpay (UK) Ltd	Payment: Worldpay (UK) Ltd	CC21.1.25	0.00	50.00 General Administration
22 Jan 2025	Direct Debit	Worldpay (UK) Ltd	Payment: Worldpay (UK) Ltd	342127303	0.00	105.31 General Administration
22 Jan 2025	Direct Debit	Worldpay (UK) Ltd	Payment: Alistair Business Solutions	E2019827438	0.00	330.26 Multiple Categories
22 Jan 2025	Credit Card	Meadow Mania	Payment: Meadow Mania	CC22.1.25	0.00	283.98 Other Parks and Open Spaces
23 Jan 2025	Credit Card	Screwfix Direct Ltd	Payment: Screwfix Direct Ltd	CC23.1.25	0.00	41.48 Other Parks and Open Spaces
23 Jan 2025	Direct Debit	Cobalt Communication Solutions Ltd	Payment: Cobalt Communication Solutions Ltd	31040	0.00	34.80 General Administration
23 Jan 2025	Direct Debit	Worldpay (UK) Ltd	Worldpay (UK) Ltd		0.00	1.41 General Administration
24 Jan 2025	BACS	Various	Salaries inc. oncosts	EBP	0.00	61,710.94 General Administration
24 Jan 2025	BACS	Fenland Leisure Products Ltd	Payment: Fenland Leisure Products Ltd	SIN062900	0.00	593.80 Other Parks and Open Spaces
24 Jan 2025	BACS	Dormakaba UK Ltd	Payment: Dormakaba UK Ltd	0000542105	0.00	284.60 Library
24 Jan 2025	BACS	Spot-On Supplies Ltd	Payment: Spot-On Supplies Ltd	21600845	0.00	665.28 Other Parks and Open Spaces
24 Jan 2025	BACS	Young People Cornwall	Payment: Young People Cornwall	2457	0.00	5,000.00 The House/Youth Services
24 Jan 2025	BACS	Kent County Council	Payment: Kent County Council	E9718272	0.00	2,020.36 Library
24 Jan 2025	BACS	Kent County Council	Payment: Kent County Council	E9718200	0.00	539.40 Polair Park
24 Jan 2025	BACS	Spot-On Supplies Ltd	Payment: Spot-On Supplies Ltd	21600840	0.00	140.93 Library
24 Jan 2025	BACS	Volunteer	Payment: Volunteer 1	NovDec 2024	0.00	14.40 Library
24 Jan 2025	BACS	ITEC	Payment: ITEC	CW1165735	0.00	57.24 General Administration
24 Jan 2025	BACS	Vincent Tractors Ltd	Payment: Vincent Tractors Ltd	177471	0.00	289.09 Transport and Plant
24 Jan 2025	BACS	Kent County Council	Payment: Kent County Council	G9712886	0.00	681.76 Library
24 Jan 2025	BACS	Colas Limited	Payment: Colas Limited	PF25-005	0.00	203.28 Other Parks and Open Spaces
25 Jan 2025	Credit Card	Microsoft	Payment: Microsoft	CC25.1.25	0.00	108.60 General Administration
27 Jan 2025	Direct Debit	Biffa Waste Services Ltd	Payment: Biffa Waste Services Ltd	522C90732	0.00	1,365.70 Other Parks and Open Spaces
27 Jan 2025	Direct Debit	Biffa Waste Services Ltd	Payment: Biffa Waste Services Ltd	522C90734	0.00	654.00 Library
28 Jan 2025	Credit Card	Adobe Systems Software Ireland Ltd	Payment: Adobe Systems Software Ireland Ltd	CC28.1.25	0.00	16.64 General Administration
28 Jan 2025	Credit Card	The Safety Supply Company	Payment: The Safety Supply Company	CC28.1.25	0.00	15.36 Other Parks and Open Spaces
28 Jan 2025	Credit Card	Screwfix Direct Ltd	Payment: Screwfix Direct Ltd	CC28.1.25	0.00	243.81 Multiple Categories
29 Jan 2025	Direct Debit	Alistair Business Solutions	Payment: Alistair Business Solutions	E2019854964	0.00	52.94 Multiple Categories
31 Jan 2025	BACS	Tony Pascoe Engineering Ltd	Payment: Tony Pascoe Engineering Ltd	6861	0.00	144.00 Other Parks and Open Spaces
31 Jan 2025	BACS	Bemrose Mobile Limited	Payment: Bemrose Mobile Limited	B3122483	0.00	197.52 Priory Car Park
31 Jan 2025	BACS	Bemrose Mobile Limited	Payment: Bemrose Mobile Limited	SL 24130981	0.00	378.00 Stable Block/Pondhu House
31 Jan 2025	BACS	Bodelva Tyres	Payment: Bodelva Tyres	57	0.00	84.00 Transport and Plant
31 Jan 2025	BACS	Logical Cleaning Solutions	Payment: Logical Cleaning Solutions	INV-7756	0.00	1,131.24 Library
31 Jan 2025	BACS	ITEC	Payment: ITEC	1066540	0.00	80.19 General Administration
31 Jan 2025	BACS	Bemrose Mobile Limited	Payment: Bemrose Mobile Limited	B3122482	0.00	164.28 Priory Car Park

31 Jan 2025	BACS	Logical Cleaning Solutions	Payment: Logical Cleaning Solutions	INV-7792	782.59	Stable Block/Pondhu House
31 Jan 2025	BACS	169 (St Blazey) Sqn RAF Air Cadets	Payment: 169 (St Blazey) Sqn RAF Air Cadets	Grant1	250.00	Misc. Projects/Grants
31 Jan 2025	BACS	Tony Pascoe Engineering Ltd	Payment: Tony Pascoe Engineering Ltd	6880	4,398.00	Transport and Plant
31 Jan 2025	BACS	Driveline (GB) Ltd	Payment: Driveline (GB) Ltd	H1124817	491.40	Transport and Plant
31 Jan 2025	BACS	Andy Ingfield	Payment: Andy Ingfield	B3122479	78.98	Other Parks and Open Spaces
31 Jan 2025	BACS	Bemrose Mobile Limited	Payment: Bemrose Mobile Limited	182.28	Priority Car Park	
31 Jan 2025	BACS	Poynton Bradbury Architects	Payment: Poynton Bradbury Architects	3950/02	3,510.00	Town Centre Revitalisation Project
31 Jan 2025	Direct Debit	Worldpay (UK) Ltd	Worldpay (UK) Ltd		1.20	Priority Car Park
03 Feb 2025	Direct Debit	Cornwall Council	Payment: Cornwall Council	803010122-2024/25-9	419.00	Priority Car Park
03 Feb 2025	Direct Debit	BT	Payment: BT	M105 MG	504.00	General Administration
03 Feb 2025	Direct Debit	British Gas	Payment: British Gas	9940218	13.67	Other Parks and Open Spaces
03 Feb 2025	Direct Debit	Screwfix Direct Ltd	Payment: Screwfix Direct Ltd	2000687106	27.57	Multiple Categories
03 Feb 2025	Direct Debit	Screwfix Direct Ltd	Payment: Screwfix Direct Ltd	2000618711	44.98	Other Parks and Open Spaces
04 Feb 2025	Direct Debit	British Gas	Payment: British Gas	9962323	54.30	Priority Toilets
04 Feb 2025	Direct Debit	Xero (UK) Ltd	Payment: Xero (UK) Ltd	CC04.02.25	38.60	General Administration
04 Feb 2025	Credit Card	Declan Simler	Declan Simler	PC15	6.69	Transport and Plant
04 Feb 2025	Petty Cash	Alistar Business Solutions	Payment: Alistar Business Solutions	E2019887479	208.25	Transport and Plant
05 Feb 2025	Direct Debit	Worldpay (UK) Ltd	Worldpay (UK) Ltd		29.78	General Administration
06 Feb 2025	Direct Debit	Hutchison 3G UK Limited	Hutchison 3G UK Limited		28.38	Pollair Park
06 Feb 2025	Direct Debit	Worldpay (UK) Ltd	Worldpay (UK) Ltd		1.20	Priority Car Park
06 Feb 2025	Credit Card	Viking UK	Payment: Viking UK	CC8.2.25	61.12	General Administration
08 Feb 2025	Credit Card	Safety Buyer UK Ltd	Payment: Safety Buyer UK Ltd	CC8.2.25	37.13	Library
07 Feb 2025	Direct Debit	Cornwall Council	Payment: Cornwall Council	8100548716	1,106.98	Town Centre Revitalisation Project
07 Feb 2025	BACS	Cornwall Council	Payment: Cornwall Council	8100543942	1.00	Library
07 Feb 2025	BACS	M-R-S Communications Ltd	Payment: M-R-S Communications Ltd	1263824	78.00	Stable Block/Pondhu House
07 Feb 2025	BACS	DJR Water Hygiene	Payment: DJR Water Hygiene	SI-751	200.00	Multiple Categories
07 Feb 2025	BACS	BB7 Consulting Ltd	Payment: BB7 Consulting Ltd	4951	2,800.00	Town Centre Revitalisation Project
07 Feb 2025	BACS	FindParkPay Ltd	Payment: FindParkPay Ltd	INV-000024	222.08	Priority Car Park
07 Feb 2025	BACS	St Austell Parochial Church Council	Payment: St Austell Parochial Church Council	INV-1572	150.00	Civic Ceremonial
07 Feb 2025	BACS	FindParkPay Ltd	Payment: FindParkPay Ltd	INV-000022	278.27	Priority Car Park
07 Feb 2025	BACS	Driveline (GB) Ltd	Payment: Driveline (GB) Ltd	1445564	554.71	Transport and Plant
07 Feb 2025	BACS	Proudic Ltd	Payment: Proudic Ltd	SIN0110386	897.64	Truro Road Park
07 Feb 2025	BACS	ObjectiveIT Services	Payment: ObjectiveIT Services	3606	868.02	General Administration
07 Feb 2025	BACS	Beaver Teeth Services	Payment: Beaver Teeth Services	SI-12968	804.00	Other Parks and Open Spaces
07 Feb 2025	BACS	M-R-S Communications Ltd	Payment: M-R-S Communications Ltd	1264347	78.00	Library
07 Feb 2025	BACS	Mei Loc	Payment: Mei Loc	2510	3,216.00	Town Centre Revitalisation Project
07 Feb 2025	BACS	D May & Son Ltd	Payment: D May & Son Ltd	15543	150.77	Other Parks and Open Spaces
07 Feb 2025	BACS	D May & Son Ltd	Payment: D May & Son Ltd	15589	108.25	Other Parks and Open Spaces
07 Feb 2025	BACS	D May & Son Ltd	Payment: D May & Son Ltd	39039	16.25	Other Parks and Open Spaces
07 Feb 2025	BACS	D May & Son Ltd	Payment: D May & Son Ltd	20243	73.80	Priority Car Park
07 Feb 2025	BACS	D May & Son Ltd	Payment: D May & Son Ltd	21188	98.24	Other Parks and Open Spaces
07 Feb 2025	Direct Debit	Worldpay (UK) Ltd	Worldpay (UK) Ltd		0.48	General Administration
09 Feb 2025	Credit Card	Amazon EU S.a.r.l.	Payment: Amazon EU S.a.r.l.	CC9.2.25	33.98	Library
10 Feb 2025	Direct Debit	Worldpay (UK) Ltd	Worldpay (UK) Ltd		2.37	Priority Car Park
11 Feb 2025	Credit Card	DVLA Swansea	Payment: DVLA Swansea	CC11.2.25	337.50	Transport and Plant
11 Feb 2025	Credit Card	Viking UK	Payment: Viking UK	CC11.2.25	35.87	General Administration
12 Feb 2025	Direct Debit	Alistar Business Solutions	Payment: Alistar Business Solutions	E2019828526	368.79	Multiple Categories
12 Feb 2025	Credit Card	UK Point of Sale Group Ltd	Payment: UK Point of Sale Group Ltd	CC12.2.25	215.88	General Administration
12 Feb 2025	Direct Debit	Worldpay (UK) Ltd	Worldpay (UK) Ltd		1.83	General Administration
13 Feb 2025	Credit Card	Radmore & Tucker	Payment: Radmore & Tucker	CC13.02.25	73.14	Transport and Plant
14 Feb 2025	BACS	M A Grigg Ltd	Payment: M A Grigg Ltd	S78575	135.10	Other Parks and Open Spaces
14 Feb 2025	BACS	M A Grigg Ltd	Payment: M A Grigg Ltd	S91408	31.19	Other Parks and Open Spaces
14 Feb 2025	BACS	M A Grigg Ltd	Payment: M A Grigg Ltd	S80368	226.40	Other Parks and Open Spaces
14 Feb 2025	BACS	M A Grigg Ltd	Payment: M A Grigg Ltd	S86808	39.98	Other Parks and Open Spaces
14 Feb 2025	BACS	M A Grigg Ltd	Payment: M A Grigg Ltd	S89777	30.90	Other Parks and Open Spaces
14 Feb 2025	BACS	M A Grigg Ltd	Payment: M A Grigg Ltd	S91137	38.88	Other Parks and Open Spaces
14 Feb 2025	BACS	St Austell Parochial Church Council	Payment: St Austell Parochial Church Council	INV-1364	150.00	Civic Ceremonial
14 Feb 2025	BACS	Duchy Defibrillators	Payment: Duchy Defibrillators	IN-1875	390.00	Priority Car Park
14 Feb 2025	BACS	Elliott Window Cleaning Services	Payment: Elliott Window Cleaning Services	2575	29.00	Stable Block/Pondhu House
14 Feb 2025	BACS	Elliott Window Cleaning Services	Payment: Elliott Window Cleaning Services	2574	75.00	Library
14 Feb 2025	BACS	Enerveo	Payment: Enerveo	900047069	144.00	Priority Car Park
14 Feb 2025	BACS	Amberol Limited	Payment: Amberol Limited	24780	929.40	Other Parks and Open Spaces
14 Feb 2025	BACS	G4S	Payment: G4S	2025012437	875.16	Multiple Categories

14 Feb 2025	Credit Card	Thomson Reuters UK Ltd	Payment: Thomson Reuters UK Ltd	CC14.2.25	0.00	112.80 Town Centre Revitalisation Project
14 Feb 2025	Direct Debit	Worldpay (UK) Ltd	Worldpay (UK) Ltd		0.00	1.45 General Administration
17 Feb 2025	Direct Debit	Cornwall Council	Payment: Cornwall Council	80282013X-2024/25-11	0.00	3,708.00 Priory Car Park
17 Feb 2025	Direct Debit	Cornwall Council	Payment: Cornwall Council	802835724-2024/25-11	0.00	1,208.00 Library
17 Feb 2025	Direct Debit	NatWest			0.00	56.45 General Administration
17 Feb 2025	Direct Debit	AIBMS			0.00	797.35 Priory Car Park
18 Feb 2025	Credit Card	Royal Mail	Payment: Royal Mail	CC18.2.25	0.00	280.00 General Administration
18 Feb 2025	Credit Card	Amazon EU S.r.l.	Payment: Amazon EU S.r.l.	CC18.2.25	0.00	108.38 Other Parks and Open Spaces
18 Feb 2025	Credit Card	Amazon EU S.r.l.	Payment: Amazon EU S.r.l.	CC18.2.25	0.00	113.31 Multiple Categories
19 Feb 2025	Direct Debit	Alistar Business Solutions	Payment: Alistar Business Solutions	E2019963870	0.00	212.08 Transport and Plant
19 Feb 2025	Credit Card	Radmore & Tucker	Payment: Radmore & Tucker	CC19.2.25	0.00	75.95 Transport and Plant
20 Feb 2025	Credit Card	Retail Acrylics	Payment: Retail Acrylics	CC20.2.25	0.00	18.98 Library
20 Feb 2025	Credit Card	Amazon EU S.r.l.	Payment: Amazon EU S.r.l.	CC20.2.25	0.00	30.98 General Administration
21 Feb 2025	BACS	Logical Cleaning Solutions	Payment: Logical Cleaning Solutions	INV-7388	0.00	11.28 Stable Block/Pondhu House
21 Feb 2025	BACS	Source for Business	Payment: Source for Business	5088814782	0.00	87.49 Library
21 Feb 2025	BACS	Malcolm Brown	Payment: Malcolm Brown		0.00	7.80 Civic Ceremonial
21 Feb 2025	BACS	Source for Business	Payment: Source for Business	5088815181	0.00	15.50 Pollair Park
21 Feb 2025	BACS	Hayhurst & Co Ltd	Payment: Hayhurst & Co Ltd	INV_24.47	0.00	22,320.00 Town Centre Revitalisation Project
21 Feb 2025	BACS	Kernow Training Ltd	Payment: Kernow Training Ltd	8048	0.00	670.00 Other Parks and Open Spaces
21 Feb 2025	BACS	T J Wilson	Payment: T J Wilson		0.00	45.90 General Administration
21 Feb 2025	BACS	Kernow Training Ltd	Payment: Kernow Training Ltd	8044	0.00	900.00 Other Parks and Open Spaces
21 Feb 2025	BACS	Kent County Council	Payment: Kent County Council	G9753701	0.00	925.42 Library
21 Feb 2025	BACS	Steve Skinner	Payment: Steve Skinner		0.00	30.69 General Administration
21 Feb 2025	BACS	ITEC	Payment: ITEC	CW116809	0.00	57.24 General Administration
21 Feb 2025	Direct Debit	Cornwall Council	Payment: Cornwall Council	8100547827	0.00	407.31 Priory Car Park
24 Feb 2025	Direct Debit	Biffa Waste Services Ltd	Payment: Biffa Waste Services Ltd	522C98011	0.00	1,420.03 Other Parks and Open Spaces
24 Feb 2025	Direct Debit	Cobalt Communication Solutions Ltd	Payment: Cobalt Communication Solutions Ltd	1458345	0.00	34.80 General Administration
24 Feb 2025	Direct Debit	Worldpay (UK) Ltd	Worldpay (UK) Ltd		0.00	2.69 Priory Car Park
25 Feb 2025	BACS	Various	Salaries inc. oncosts		0.00	81,905.42 General Administration
25 Feb 2025	Credit Card	Microsoft	Payment: Microsoft	CC25.02.25	0.00	135.46 General Administration
28 Feb 2025	Direct Debit	Alistar Business Solutions	Payment: Alistar Business Solutions	E2019990645	0.00	104.81 Transport and Plant
27 Feb 2025	Direct Debit	Worldpay (UK) Ltd	Worldpay (UK) Ltd		0.00	1.84 General Administration
28 Feb 2025	BACS	H D Pooley	Payment: H D Pooley		0.00	58.00 Multiple Categories
28 Feb 2025	BACS	The Farming Mother	Payment: The Farming Mother	Grant1	0.00	250.00 Misc. Projects/Grants
28 Feb 2025	BACS	D A Thomas & Son Ltd	Payment: D A Thomas & Son Ltd	03675	0.00	16,800.00 Priory Car Park
28 Feb 2025	BACS	Logical Cleaning Solutions	Payment: Logical Cleaning Solutions	INV-7884	0.00	751.31 Stable Block/Pondhu House
28 Feb 2025	BACS	Go St Austell Shopmobility	Payment: Go St Austell Shopmobility	Grant4	0.00	250.00 Misc. Projects/Grants
28 Feb 2025	BACS	Newquay Town Council	Payment: Newquay Town Council	TC-1194	0.00	8,407.30 CCTV
28 Feb 2025	BACS	Spot-On Supplies Ltd	Payment: Spot-On Supplies Ltd	21803914	0.00	88.99 Library
28 Feb 2025	BACS	Flowbird Smart City UK Limited	Payment: Flowbird Smart City UK Limited	U100015412	0.00	849.74 Priory Car Park
28 Feb 2025	BACS	Amber Bee CIC	Payment: Amber Bee CIC	Grant1	0.00	227.50 Misc. Projects/Grants
28 Feb 2025	BACS	ITEC	Payment: ITEC	1075504	0.00	245.48 General Administration
28 Feb 2025	BACS	Logical Cleaning Solutions	Payment: Logical Cleaning Solutions	INV-7845	0.00	1,131.24 Library
28 Feb 2025	BACS	UK Radon Ltd	Payment: UK Radon Ltd	UK25/1920	0.00	480.00 The House/Youth Services
03 Mar 2025	Direct Debit	Screwfix Direct Ltd	Payment: Screwfix Direct Ltd	2001231127	0.00	64.50 Other Parks and Open Spaces
03 Mar 2025	Direct Debit	Screwfix Direct Ltd	Payment: Screwfix Direct Ltd	2001724059	0.00	25.98 Other Parks and Open Spaces
05 Mar 2025	Direct Debit	Alistar Business Solutions	Payment: Alistar Business Solutions	E2020015655	0.00	487.99 Transport and Plant
05 Mar 2025	Direct Debit	British Gas	Payment: British Gas	10241312	0.00	13.67 Other Parks and Open Spaces
05 Mar 2025	Direct Debit	BT	Payment: BT	M108 Q2	0.00	504.00 General Administration
05 Mar 2025	Direct Debit	Worldpay (UK) Ltd	Worldpay (UK) Ltd		0.00	20.08 General Administration
06 Mar 2025	Direct Debit	Worldpay (UK) Ltd	Worldpay (UK) Ltd		0.00	2.08 General Administration
07 Mar 2025	Direct Debit	Worldpay (UK) Ltd	Worldpay (UK) Ltd		0.00	0.37 General Administration
07 Mar 2025	BACS	Cornwall Association of Local Councils Limited	Payment: Cornwall Association of Local Councils Limited	2425-576	0.00	42.00 General Administration
07 Mar 2025	BACS	Lyreco UK Limited	Payment: Lyreco UK Limited	6724033473	0.00	60.30 Library
07 Mar 2025	BACS	APS Construction Services Limited	Payment: APS Construction Services Limited	3710	0.00	5,964.00 Priory Toilets
07 Mar 2025	BACS	Alliance Tool Hire (SW) Ltd	Payment: Alliance Tool Hire (SW) Ltd	SIN3225	0.00	233.82 Other Parks and Open Spaces
07 Mar 2025	BACS	Treveth Commercial LLP	Payment: Treveth Commercial LLP	2322	0.00	1,385.00 Stable Block/Pondhu House
07 Mar 2025	BACS	ObjectiveITServices	Payment: ObjectiveITServices	0003606	0.00	448.02 General Administration
07 Mar 2025	BACS	Mei Lodi	Payment: Mei Lodi	2524	0.00	3,216.00 Town Centre Revitalisation Project
07 Mar 2025	BACS	TK Play Ltd	Payment: TK Play Ltd	11409	0.00	21,126.00 Other Parks and Open Spaces
07 Mar 2025	BACS	Tony Pascoe Engineering Ltd	Payment: Tony Pascoe Engineering Ltd	6882	0.00	30.00 Other Parks and Open Spaces
07 Mar 2025	BACS	Three Bays Wildlife	Payment: Three Bays Wildlife	Grant1	0.00	250.00 Misc. Projects/Grants
07 Mar 2025	BACS	Vincent Tractors Ltd	Payment: Vincent Tractors Ltd	178865	0.00	300.58 Transport and Plant

07 Mar 2025	BACS	Arrow Lifts Ltd	Payment: Arrow Lifts Ltd	40665	0.00	423.00	Priority Toilets
07 Mar 2025	BACS	DJR Water Hygiene	Payment: DJR Water Hygiene	SI-780	0.00	325.00	Multiple Categories
07 Mar 2025	BACS	Lyreco UK Limited	Payment: Lyreco UK Limited	8724033472	0.00	231.05	General Administration
07 Mar 2025	BACS	D May & Son Ltd	Payment: D May & Son Ltd	22110	0.00	38.06	Other Parks and Open Spaces
07 Mar 2025	BACS	D May & Son Ltd	Payment: D May & Son Ltd	42525	0.00	90.00	Other Parks and Open Spaces
07 Mar 2025	BACS	D May & Son Ltd	Payment: D May & Son Ltd	44031	0.00	28.26	Other Parks and Open Spaces
07 Mar 2025	BACS	D May & Son Ltd	Payment: D May & Son Ltd	42521	0.00	184.98	Other Parks and Open Spaces
07 Mar 2025	BACS	D May & Son Ltd	Payment: D May & Son Ltd	13782	0.00	58.49	Other Parks and Open Spaces
07 Mar 2025	BACS	D May & Son Ltd	Payment: D May & Son Ltd	43276	0.00	38.76	Other Parks and Open Spaces
07 Mar 2025	BACS	D May & Son Ltd	Payment: D May & Son Ltd	21871	0.00	121.24	Other Parks and Open Spaces
07 Mar 2025	BACS	D May & Son Ltd	Payment: D May & Son Ltd	43218	0.00	93.29	Other Parks and Open Spaces
07 Mar 2025	Direct Debit	British Gas	Payment: British Gas	10284615	0.00	54.42	Priority Toilets
Total Payments					0.00	267,076.94	
Total					156,164.34	423,241.28	