

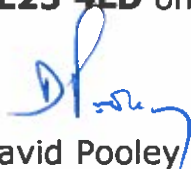
St Austell Town Council



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 14th July 2025** at **6pm**.



David Pooley
Town Clerk

8th July 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 12th May 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).

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.

(None received).

9. Inspector Simon Andrews

(Purpose: To receive an update from Inspector Andrews on Policing matters in St Austell).

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10. Land at Linear Park

**Pages
9 - 12**

(Purpose: To consider selling a strip of land at Linear Park). (Report attached).

11. Motion from Councillor Gray

"Against the background of a declining high street, both nationally and here in St Austell, we recognise that the closure of Poundland will be a huge blow to our town. We ask the Clerk to write, urgently, to both Poundland and the landlord asking them to reopen negotiations with a view to keeping this, much needed, shop open"

12. Priory Toilets

**Pages
13 - 14**

(Purpose: To consider installing solar panels on the roof of Priory Car Park toilets). (Report attached).

13. Town Centre Fun Day – Thursday 14th August 2025

(Purpose: To receive an update on the Town Centre Fun Day on Thursday 14th August 2025 and consider making Priory Car Park free for the day). (Verbal update).

14. Members appointed to outside bodies update reports

(Purpose: To receive reports of any relevant information from Members appointed to outside bodies).

15. Cornwall Councillor update reports

(Purpose: To receive reports of any relevant information from local Cornwall Councillors).

16. Pump Track

(Purpose: To authorise the Town Clerk to accept a grant offer and enter into a contract for the construction of a pump track at The Meadows). (Verbal update).

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|------------|---|--------------------------|
| 17. | Premises Grant Application | Pages
15 - 16 |
| | (Purpose: To consider a Premises Grant Application for Waffle Ltd, 9 Duke Street, St Austell, Cornwall, PL25 5PQ). (Correspondence attached). | |
| 18. | Planning and Regeneration Committee | Pages
17 - 26 |
| | (Purpose: To note the minutes of the Planning and Regeneration Committee held on 19 th May 2025 and 16 th June 2025). (Attached). | |
| 19. | Community Committee | Pages
27 - 32 |
| | (Purpose: To note the minutes of the Community Committee held on 2nd June 2025). (Attached). | |
| 20. | Finance and General Purposes Committee | Pages
33 - 38 |
| | (Purpose: To note the minutes of the Finance and General Purposes Committee held on 23 rd June 2025 and approve the RECOMMENDATIONS contained therein). (Attached). | |
| 21. | Climate and Environment Committee | |
| | (Purpose: To consider increasing the membership of the Climate and Environment Committee). | |
| 22. | Schedule of Payments | Pages
39 - 46 |
| | (Purpose: To receive a schedule of payments from 1 st May 2025 to 4 th July 2025). (Attached). | |
| 23. | St Austell Town Centre Revitalisation Partnership | Pages
47- 50 |
| | (Purpose: To receive an update on the St Austell Town Centre Revitalisation Partnership). (Verbal update). | |

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24. To consider excluding the press and public.

Under Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, it is proposed that, because of the confidential nature of the business to be transacted, the public and press be excluded from the meeting for the business specified for the following items:

Item 25 is confidential because it contains commercially sensitive information.

25. Town Centre Regeneration and Investment Programme (TRIP)

(Purpose: To consider submitting a funding bid(s) to the Town Centre Regeneration and Investment Programme (TRIP). (To follow).

26. Dates of Meetings

(Purpose: To note dates of future Town Council Meetings: 1st September 2025 and 13th October 2025).

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MINUTES of the ANNUAL MEETING of ST AUSTELL TOWN COUNCIL held on MONDAY 12th MAY 2025 in The Registrar's Office, Carlyon Road, St Austell, Cornwall, PL25 4LD at 6pm.

Present: Councillors: Brown, Bull, Clemo, Cohen, Gray, Hamilton, Kimber, Lanxon, Lingham, Marshall, Pearce, Preece, Stephens, Taylor, Thompson and Young.

In attendance: David Pooley (Town Clerk), Sara Gwilliams (Deputy Town Clerk), Bill McCardle (Regeneration Officer).

C/25/01) Election of Mayor

The Mayor, Councillor Julian Young, invited nominations for Mayor for the 2025/26 civic year.

It was **RESOLVED** that Councillor Hamilton be elected Mayor of St Austell for the 2025/26 civic year.

Councillor Hamilton signed a declaration of acceptance of office in the presence of the Town Clerk and took the Chair.

Councillor Hamilton thanked Members for electing him as Mayor, thanked the outgoing Mayor and advised that he will work hard and is looking forward to the year ahead.

C/25/02) Election of Deputy Mayor

The Mayor, Councillor Hamilton, invited nominations for Deputy Mayor for the 2025/26 civic year.

It was **RESOLVED** that Councillor Stephens be elected Deputy Mayor of St Austell for the 2025/26 civic year.

C/25/03) Apologies for Absence

Apologies for absence were received from Councillors: Hawken, Rowse, Whitehouse and Williams-Pears.

The Clerk advised that all 20 Councillors have signed the "Acceptance of Office" form following the election.

C/25/04) Declarations of interests and gifts or hospitality received

The Clerk advised that the Regeneration Officer would declare an interest and leave the meeting for agenda item 25 (Regeneration Officer).

C/25/05) Dispensations

There were no requests for a dispensation.

C/25/06) Minutes of Meeting held on 17th March 2025

It was **RESOLVED** that the minutes of the meeting held on the 17th March 2025 be approved and signed as a correct record.

C/25/07) Matters to Note

The Clerk advised that:

- the refurbishment of the changing places toilet at Priory Car Park is almost finished;
- A provision of £10,000 has been put in reserves for planning advice/consultancy support.

C/25/08) Mayor's/Retiring Mayor's announcements

The retiring Mayor advised that he had attended the following events:

27th March 2025

Hosted a fund-raising dinner at Edies' where £870 was raised for the Mayoral charities

2nd April 2025

Attended Penrice Academy's rock of ages show

22nd April 2025

Supported Carclaze school with their breakfast club

24th April 2025

Attended a St Austell Chamber of Commerce meeting and spoke about the good work that the Town Council is doing for St Austell

25th April 2025

Attended the ground breaking event at Cornwall College where it was announced that there are plans for A levels to be brought back to the college.

28th April 2025

Sat on the interview panel to appoint two Library and Information Assistants.

5th May 2025

Attended a VE 80th Commemoration Event at Ranelagh Road

8th May 2025

Laid a wreath on behalf of the Town Council at the VE Day 80th commemoration event at St Austell Library.

The Mayor advised that he was also present at the VE Day 80th commemoration event and gave a speech on behalf of the Royal British Legion. On the same day he advised that he had attended a VE Day 80th event organised by "Bright Hour" at Mount Charles Church which he thoroughly enjoyed.

The Mayor advised that future events include a visit to the Air Cadets' open evening in South Street, Hayle Town Council Mayor Making, Stepping Stones Nursery "Party in the Park", the Killyvarder Way Street Party and Bodmin Town Council Mayor Choosing Ceremony.

The Mayor took the opportunity to advise Members that St Austell Town Council's Mayor Making Ceremony is on Wednesday 18th June 2025, 6.30pm at Holy Trinity Church.

C/25/09) Public Participation

There were no members of the public present.

C/25/10) Members' questions

There were no questions from Members.

C/25/11) General Power of Competence

The Clerk explained the General Power of Competence and advised that the Town Council meets the conditions of eligibility for the exercise of the Power as set out in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.

Arising from a question, the Clerk clarified that that Members elected unopposed were still deemed to be elected for the purpose of the criteria laid down by the General Power of Competence legislation.

The Town Council **RESOLVED** that it met the conditions prescribed by the Secretary of State in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 and that it should re-adopt the General Power of Competence.

C/25/12) Internal Audit Report for year ending 31st March 2025

The Clerk referred Members to the report of the Internal Auditor and explained that as the Auditors' findings were relevant to the Annual Return which the Council had to submit for the 2024/25 financial year, the details were reported to the full Council for consideration prior to agreeing the Annual Governance Statement. He explained that the Internal Auditor had found no issues and had given the Town Council a clean bill of financial health.

It was **RESOLVED** that the report of the Internal Auditor be noted.

C/25/13) Annual Governance Statement

The Town Clerk introduced a report setting out the details of the Annual Return and Governance Statement which is required to be completed and sent to BDO LLP, the Council's External Auditors, by the 1st July 2025.

The Clerk asked Members if any Member had an interest in BDO LLP and no interests were declared.

Members considered each of the questions in Section 1 of the Annual Governance Statement in detail before agreeing the following responses.

It was **RESOLVED** that the answer to each question should be as follows:

Question 1 Yes
Question 2 Yes
Question 3 Yes
Question 4 Yes
Question 5 Yes
Question 6 Yes
Question 7 Yes
Question 8 Yes
Question 9 Yes

It was **RESOLVED** that:

1. the Mayor and the Clerk should be authorised to sign the Annual Governance Statement in the Annual Return on behalf of the Town Council;
2. There were no conflict of interest relating to the appointment of BDO LLP;
3. The Clerk should advertise the electors' rights after the accounting statements have been approved in accordance with the External Audit guidance;
4. The annual meetings of the trustees for Truro Road and Poltair Parks should be held on the same day as the Council meeting in July.

C/25/14) Annual Return and Accounting Statements 2024/25

The Clerk advised that the Town Council's turnover for the 2024/25 financial year was £1.7 million. The main sources of income were the Council Tax precept and car park income and the biggest expenditure items were staff costs and the purchase/maintenance of play equipment. The surplus for the year, after transferring £80,000 to the projects reserve, was £38,675 which will accrue to the General Fund balance. The Town Council has no borrowing and has healthy reserves.

The Clerk stressed the need to keep a healthy Repairs and Renewals Reserve to help smooth out the expenditure on aging play equipment much of which had been installed by Restormel Borough Council in 2007/2008. Many of the items are nearing their end of life and will need to be replaced within the next few years.

In answer to a question, the Clerk confirmed that the increase in miscellaneous expenses related to town centre revitalisation projects for which there is grant income to cover the costs.

In answer to a further question, the Clerk confirmed that the Town Council has invested in accessible play equipment for a number of parks across the town.

The Deputy Town Clerk advised Councillor Taylor that she would ask the Operations Manager to provide her with a list of accessible play equipment in each of the Town Council's parks.

It was **RESOLVED** to:

- i. Approve the detailed accounting statements and transfers to and from reserves as shown;

- ii. Approve the accounting statement in Section 2 of the Annual Return for 2024/25;
- iii. Authorise the Clerk and Mayor to sign the Accounting Statement on the Annual Return on behalf of the Town Council; and
- iv. Instruct the Town Clerk to publish the accounts and advertise the electors' rights in accordance with the External Audit guidance.

C/25/15) Standing Committees

The Deputy Town Clerk advised that the Terms of Reference for each Committee had been discussed at a recent Chair and Vice-Chairs meeting and the amendments suggested had been incorporated into the Terms of Reference put forward for approval.

The composition of each Committee was discussed, and it was agreed that the Standing Committees should be approved as outlined with the addition of Councillors Kimber and Preece to the Finance and General Purposes Committee and Councillor Bull to the Climate and Environment Committee.

It was **RESOLVED** that:

1. The Terms of Reference of each committee as set out be approved;
2. The Committee Membership list as set out be approved subject to:
 - Councillors Kimber and Preece being added to the Finance and General Purposes Committee and;
 - Councillor Bull being added to the Climate and Environment Committee.

C/25/16) Election of Representatives to outside bodies

It was **RESOLVED** that the following appointments to outside bodies be made for the 2025/26 civic year:

AFC St Austell Project
(Councillor Lanxon)

CALC - Larger Councils Liaison Group
(Councillor M Brown)

Climate Action St Austell (CASA)
(Councillor A Cohen)

Carlyon Road Masterplanning Group
(Councillors Bull and Lanxon and the Chair of the Planning Committee)

Cornwall and Isles of Scilly Flood Forum
(Councillor A Cohen)

Cornwall Council Planning Partnership
(Councillor O Kimber)

Holy Trinity Church Grounds Steering Group
(Councillor C Hamilton)

Rural Services Network
(Councillor J Preece)

Rural Service Network – Young Person’s Panel
(Councillor E Stephens)

Rural Service Network – Older Person’s Panel
(Councillor E Stephens)

Safer St Austell
(Councillor J Lingham)

St Austell Business Improvement District (BID)
(Councillor O Kimber)

St Austell Bay Chamber of Commerce
(Councillor O Kimber)

St Austell Revitalisation Partnership
(Councillors M Gray, C Hamilton and the Chair of the Planning & Regeneration Committee)

**St Austell, Mevagissey, St Blazey, Fowey and Lostwithiel
Community Area Partnership**
(Councillors Lanxon (voting member) and Lingham (substitute))

The House Steering Group
(Councillors M Gray and O Kimber)

Treveth – Penwinnick Road Steering Group
(Councillors M Gray and C Hamilton)

White River Steering Group
(Councillor M Gray)

Councillor Brown stressed the need for regular reports to be given to the Town Council by the representative(s) of each outside body.

C/25/17) Schedule of Payments

It was **RESOLVED** to approve the Schedule of Payments for the period 8th March 2025 to 30th April 2025 totalling £330,786.32 and transfers between Bank Accounts amounting to £517,376.40.

C/25/18) Schedule of meetings

It was **RESOLVED** to approve the Schedule of Meetings for the 2025/26 Civic Year as outlined.

C/25/19) Community Committee

It was **RESOLVED** to note the minutes of the Community Committee meeting held on the 24th March 2025.

C/25/20) Finance and General Purposes Committee

It was **RESOLVED** to note the minutes of the Finance and General Purposes Committee meeting held on the 7th April 2025.

C/25/21) Planning and Regeneration Committee

It was **RESOLVED** to note the minutes of the Planning and Regeneration Committee meeting held on the 14th April 2025.

C/25/22) A391 Closure

During discussion, Members raised the following:

- Speeding in Slades Road and the cut through roads
- Congestion in Trelawney Road and side roads nearby
- Lack of enforcement on the clearways
- Motor bikes and cyclists still accessing the A391 despite the signage that it is closed
- Gratitude expressed that safety measures and improvements to the A391 are being undertaken;
- Additional infrastructure improvements utilising funding from the developers of the Garden Village.

It was **RESOLVED** that the Clerk should write to Cornwall Council expressing Members' views on the impact of the closure of the A391.

C/25/23) Town Centre Revitalisation Partnership

Members reviewed the report and the following comments were raised.

- Evidence that the "Inclusive Report" produced by Inclusive St Austell has informed town centre revitalisation projects;
- The need for funding to enable the Arts Centre and Market Houses to be made fully accessible;
- The outcome of the Market Street/Fore Street Highways Report.

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

C/25/24) 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.

The Mayor advised that in order to allow the Regeneration Officer to be present for agenda item 26 (Poundland Banners), he would bring that item forward.

C/25/25) Poundland Banners

The Clerk outlined the latest position with regard to the banner project and the difficulties that the current contractor is experiencing.

It was **RESOLVED** that the Town Clerk be given authority to seek an alternative contractor to complete the Poundland Banner project within existing budgets.

*****Mr Bill McCardle, Regeneration Officer left the meeting*****

C/25/26) Regeneration Officer

The Clerk advised that additional resource is required to assist with the completion of the banner and piazza projects, both of which should be finished by the end of the summer.

It was **RESOLVED** to extend the temporary contract for the Regeneration Officer until 30th September 2025.

It was **RESOLVED** to re-admit the press and public.

C/25/27) Dates of Meetings

It was noted that the next Town Council meeting is due to take place on Tuesday 13th May 2025 (Annual Parish Meeting) and Monday 14th July 2025.

The meeting closed at 7.46pm.

ST AUSTELL TOWN COUNCIL
COUNCIL MEETING – 14th JULY 2025
LAND AT LINEAR PARK

1. PURPOSE OF REPORT

To consider a request to purchase a small strip of land at Linear Park.

2. LEGAL AND RISK MANAGEMENT ISSUES

The land at Linear Park was transferred from Cornwall Council to St Austell Town Council as “public open space” with an overage clause which is invoked upon the granting of a planning permission or the change of use of the land. In order to dispose of public open space a newspaper advertisement and public consultation is required under Section 123 of the Local Government Act 1972 prior to disposal. The sale must be at market value certified by a qualified valuer (usually from the Government’s Valuation Office).

3. RESOURCE ISSUES

The value of the land has yet to be determined but is small. The legal processes required and the associated costs of disposal would be significant and would have to be reflected in any disposal agreement.

4. EQUALITY ISSUES

None directly but the precedent set could lead to similar requests from a number of neighbours.

5. ENVIRONMENTAL ISSUES

A fruit tree would have to be relocated and a small parcel of open space would be lost and incorporated in the garden of the applicant if the request were supported.

6. RECOMMENDATIONS

It is recommended that Councillors do not agree to the disposal of land as requested.

Background

The owner of 1 Penhaligon Way has approached the Town Council to enquire if it would be prepared to sell him an area of land behind his property of approximately 27 square metres (2m x 13.5m). He has plans to repair/rebuild his boundary wall and the time is opportune for him to consider extending his garden. The area requested is part of Linear Park and is of little amenity value and would not have a great sale value. A plan is attached to indicate the area requested.

If sold the cost charged would have to reflect the Town Council's legal expenses and any overage charge from Cornwall Council. The overage charge would be calculated as 50% of the difference between the value of the land as public open space and as garden land if Cornwall Council decided to invoke this clause in the legal transfer.

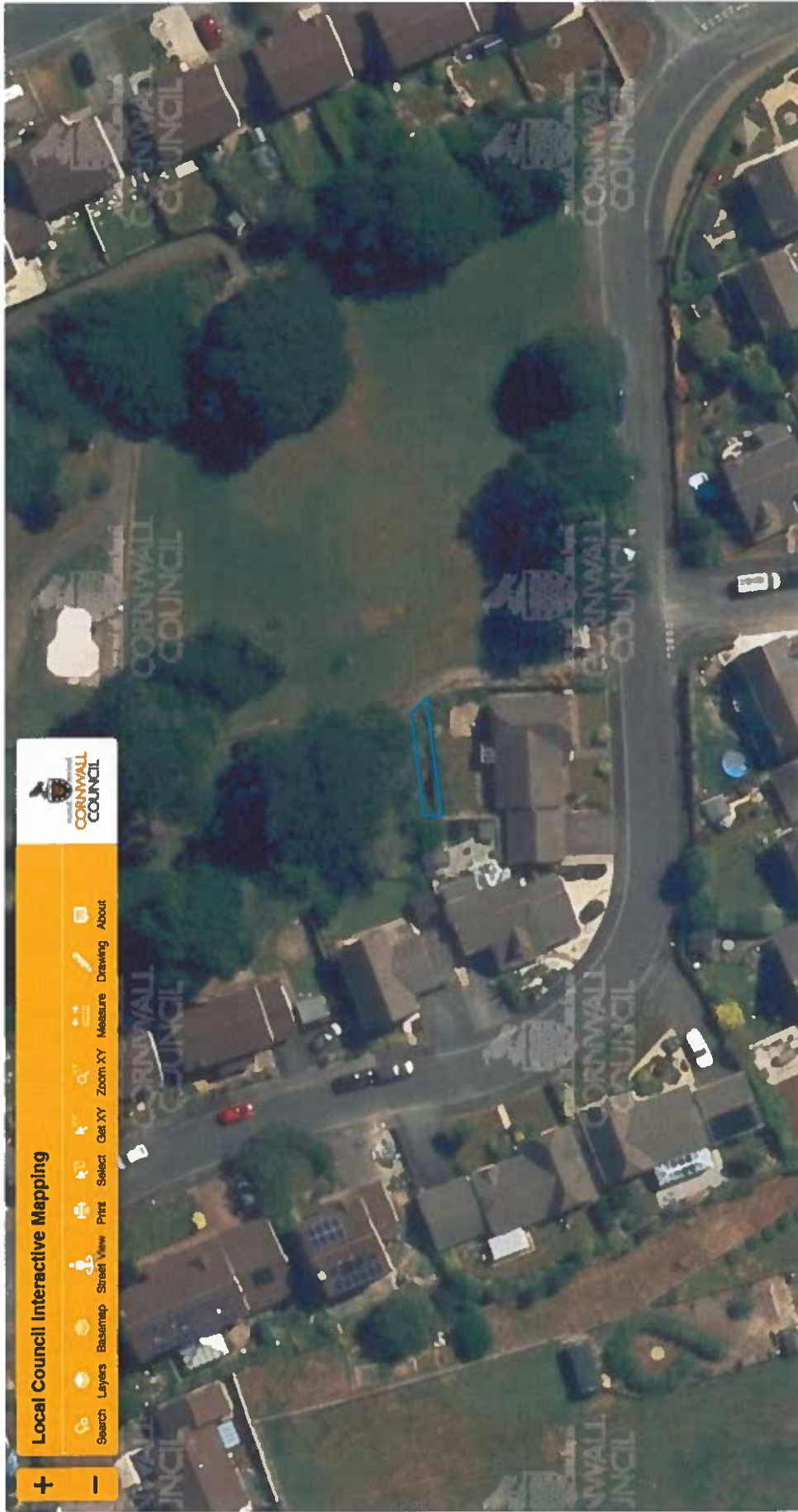
The disposal of public open space is controlled by Section 123 of the Local Government Act 1972. This requires the proposal to sell to be advertised in a local newspaper for two weeks by way of public consultation and the public responses to be considered before approving the disposal which must be at no less than an independently certified market value.

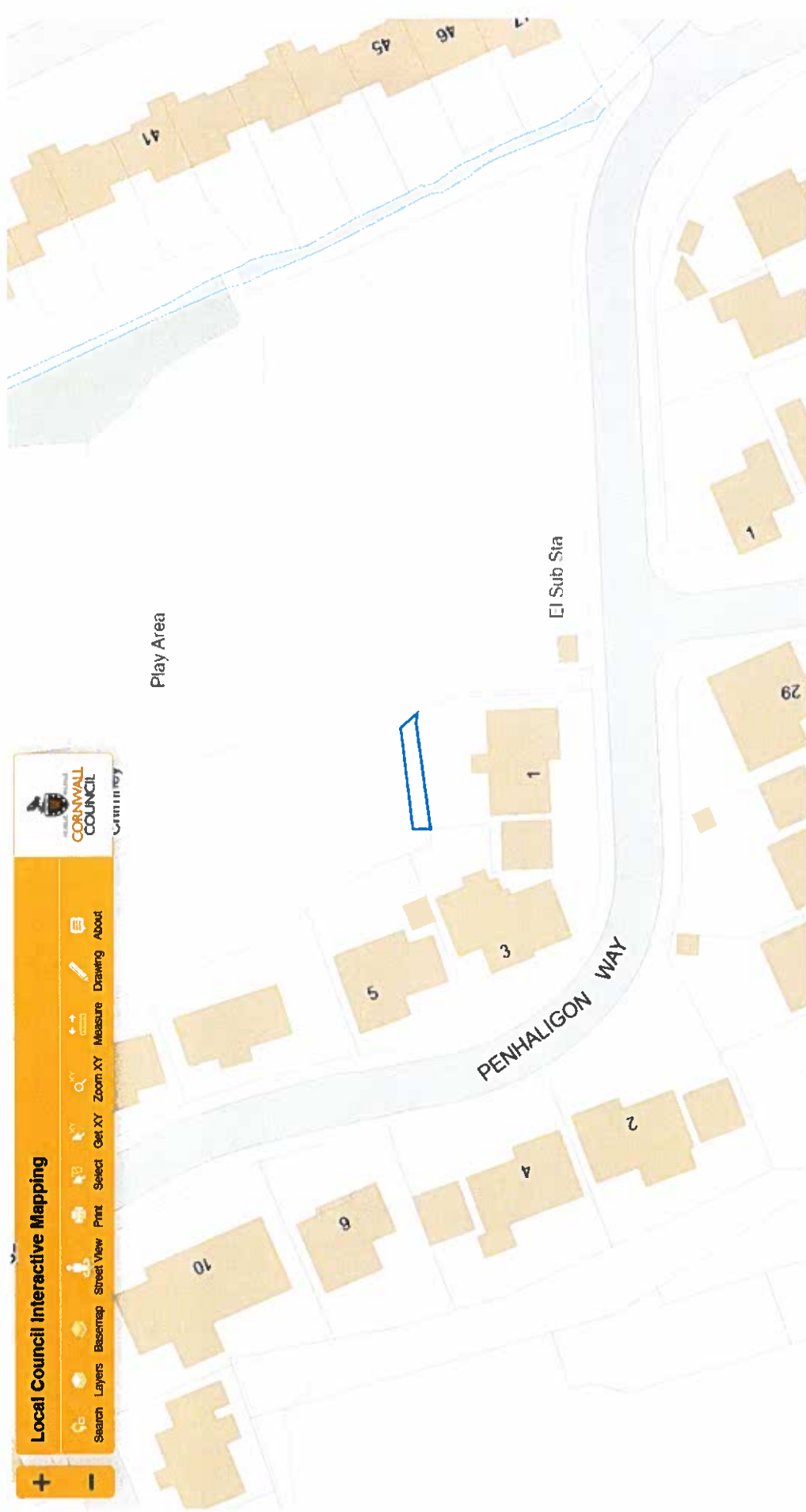
If Members wish to proceed, valuations and the legal processes can commence but as a lot of work is entailed a decision on the principle would be appreciated.

Your officers believe that the sale of this parcel of land would set a precedent which might lead to a number of requests for land at Linear Park and, possibly, other parks in the Town Council's ownership.

It is recommended that Councillors do not agree to the disposal of land as requested.

DAVID POOLEY
TOWN CLERK





ST AUSTELL TOWN COUNCIL

COUNCIL - 14th JULY 2025

SOLAR PANELS – PRIORY TOILETS

1. PURPOSE OF REPORT

To consider the acquisition of solar panels on Priory Car Park toilets.

2. LEGAL AND RISK MANAGEMENT ISSUES

The Town Council has a 99-year lease on Priory Car Park and the toilet block. Priory Car Park is largely south facing and the toilet block is covered by a CCTV camera.

3. RESOURCE ISSUES

The 2025/26 budget makes provision of £5,000 for climate change initiatives.

Solar panels would cost in the region of £5,000 - £9,000 depending on the configuration and should pay for themselves in 7-8 years.

4. EQUALITY ISSUES

None.

5. ENVIRONMENTAL ISSUES

The Council has very few sites which would be suitable for solar panels but the site chosen could generate approximately 3,900 kWh of clean electricity each year and save over 800kg of carbon.

6. RECOMMENDATIONS

It is RECOMMENDED that a maximum budget of £10,000 be approved and the Town Clerk be authorised to acquire a solar panel system for the Priory Car Park toilet block.

DAVID POOLEY - TOWN CLERK



Premises Grant Application Details

Premises Name: Waffle Ltd

Reference Number: LI25_003611

Premises Address: 9 Duke Street, St Austell, PL25 5PQ

Consultation End Date: 17 July 2025

Licensable Activities Applied for:

Sale of Alcohol (On Sales)	Mon thru Sun	09:30 – 20:30
Hours Premises Open to Public	Mon thru Sun	09:30 – 21:30

Proposed Licensing Conditions and Further Details:

General

The Licensee shall ensure that all times when the premises are for any licensable activity, there are sufficient competent staff on duty at the premises for the purpose of fulfilling the terms and conditions of the licence and for preventing crime and disorder. The Licensee shall ensure that all staff will undertake training in their responsibilities in relation to the sale of alcohol, particularly with regard to drunkenness and underage persons. Records will be kept of training and refresher training.

Prevention of Crime and Disorder

Any incidents of a criminal nature that may occur on the premises will be reported to the Police. The Licensee will install comprehensive CCTV coverage at the premises, and it is operated and maintained at the premises. The CCTV system shall conform to the following points:

1. Cameras must be sited to observe the entrance and exit doors both inside and outside.
2. Cameras on the entrances must capture full frame shots of the heads and shoulders of all people entering the premises i.e. capable of identification.
3. Cameras viewing till areas must capture frames not less than 50% of screen.
4. Cameras overlooking floor areas should be wide angled to give an overview of the premises.
5. Be capable of visually confirming the nature of the crime committed.
6. Provide a linked record of the date, time and place of any image.
7. Provide good quality images –colour during opening times.
8. Operate under existing light levels within and outside the premises.



9. Have the recording device located in a secure area or locked cabinet.
10. Have a monitor to review images and recorded picture quality.
11. Be regularly maintained to ensure continuous quality of image capture retention.
12. Have signage displayed in the customer area to advise that CCTV is in operation.
13. Digital images must be kept for 31 days.
14. Police will have access to images at any reasonable time.
15. The equipment must have a suitable export method, e. g. CD/DVD writer so that the police can make an evidential copy of the data they require. This data should be in the native file format, to ensure that no image quality is lost when making the copy, if this format is non-standard (i.e. manufacturer proprietary) then the manufacturer should supply the replay software to ensure that the video on the CD can be replayed by the police on a standard computer. Copies must be made available to Police on request.

Public Safety

Appropriate fire safety procedures are in place including fire extinguishers (foam, H2O and CO2), fire blanket, internally illuminated fire exit signs, numerous smoke detectors and emergency lighting (see enclosed plan for details of locations). All appliances are inspected annually. All emergency exits shall be kept free from obstruction at all times.

Prevention of Public Nuisance

All customers will be asked to leave quietly. Clear and legible notices will be prominently displayed to remind customers to leave quietly and have regard to our neighbours.

Protection of Children from Harm

The licensee and staff will ask persons who appear to be under the age of 25 for photographic ID such as proof of age cards, the Connexions Card and Citizen Card, photographic driving licence or passport, an official identity card issued by HM Forces or by an EU country, bearing the photograph and date of birth of bearer. All staff will be trained for UNDERAGE SALES PREVENTION regularly. A register of refused sales shall be kept and maintained on the premises.

MINUTES of a MEETING of ST AUSTELL TOWN COUNCIL PLANNING AND REGENERATION COMMITTEE held on MONDAY 19th MAY 2025 in The Registrar's Office, Carlyon Road, St Austell, Cornwall, PL25 4LD at 6pm.

Present: Councillors: Brown, Bull, Gray, Hamilton, Kimber, Lanxon, Lingham, Marshall, Stephens, Thompson and Whitehouse.

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

P/25/01) Election of Chair

David Pooley, Town Clerk, asked for nominations for Chair.

- A nomination was received for Councillor Brown
- A nomination was received for Councillor Kimber

Members undertook a secret ballot to elect the Chair of the Planning and Regeneration Committee for the 2025/26 civic year. The result of the ballot was:

Councillor Brown – 7 votes
Councillor Kimber – 4 votes

It was **RESOLVED** that Councillor Brown be elected Chair of the Planning and Regeneration Committee for the 2025-26 civic year.

P/25/02) Election of Vice-Chair

Councillor Brown asked for nominations for Vice-Chair.

- A nomination was received for Councillor Bull
- A nomination was received for Councillor Marshall

Members undertook a secret ballot to elect the Vice-Chair of the Planning and Regeneration Committee for the 2025/26 civic year. The result of the ballot was:

Councillor Bull – 8 votes
Councillor Marshall – 3 votes

It was **RESOLVED** that Councillor Bull be elected Vice-Chair of the Planning and Regeneration Committee for the 2025/26 civic year.

P/25/03) Apologies for absence

Apologies for absence were received from Councillor Preece

P/25/04) Declarations of Interest

None.

P/25/05) Dispensations

None.

Councillors Hamilton, Lingham and Marshall left the meeting to deal with an issue outside of the meeting room

P/25/06) Minutes from the Meeting dated 14th April 2025

It was **RESOLVED** that the minutes of the meeting held on the 14th April 2025 be approved and signed as a correct record.

Councillors Hamilton, Lingham and Marshall returned to the meeting during the next item

P/25/07) Matters to note

The Clerk advised that Councillor Kimber attended Cornwall Council's Strategic Planning Committee on Thursday 17th April 2025 and along side Councillors from Treverbyn Parish Council and Carlyon Parish Council had successfully persuaded Cornwall Council to reject the Menear Road solar farm.

The Clerk added that a decision is still awaited from Cornwall Council on the grant funding application for a pump track at The Meadows.

Arising from a question, the Clerk advised that he had not yet written to CALC and Cornwall Council requesting consultation with Town and Parish Councils and CALC prior to strategies being considered by the Growth Board.

Councillor Brown added his thanks to Councillor Kimber for speaking well, particularly as the Town Council had expressed differing views on the lead up to the application being considered by Cornwall Council.

Councillor Kimber advised that the Menear Solar Farm planning application was a contentious application, but the Strategic Planning Committee unanimously voted against it.

P/25/08) Public participation

There were no members of the public present.

For the benefit of new Councillors, the Chair explained that if members of the public are present, the order of the planning applications to be considered can be re-arranged, if required, to accommodate the public present.

The Town Clerk advised that planning training is being offered and will be considered later on the agenda but in order to be helpful to the new Councillors present, he explained that each planning application should be considered on its own merit and in line with the following material planning considerations:

- Impact on the street scene
- Loss of light, overlooking or overshadowing on the neighbouring properties

- Highways safety
- Design, appearance and materials
- Layout and density
- Effect on a conservation area
- Flood risk
- Previous planning applications

The Clerk advised Members that the following are not material planning considerations:

- Whether or not you like the applicant
- The history of the applicant
- The loss of a view as a result of the proposal
- De-valuation of a property as a result of the proposal

The Clerk stressed that the Town Council is an important consultee with the power to influence decision making, Cornwall Council is the Planning Authority and has the final say on each planning application.

Councillor Hamilton declared an interest in Agenda Item 9 (Planning Applications) (x) by virtue of being a near neighbour and knowing the applicant.

P/25/09) Planning Applications

- i. **PA24/08129:** 106 Eastbourne Road St Austell Cornwall PL25 4SS. Outline application for a single dwelling to provide 1/2 bed property to rear garden space with access and layout (all other matters reserved).

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

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

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

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

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

- iv. **PA25/01531:** 1 Clinton Drive St Austell Cornwall PL25 5JT. Demolition of existing attached utility room and garage and erection of two storey side extension, front porch and changes to windows on rear fenestration.

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

- v. **PA25/02460:** 3 Market Hill St Austell Cornwall PL25 5QA. Proposed conversion of flat and shop into two residential units (conversion of flat).

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

- vi. **PA25/02519:** 26 Fairfield Close St Austell Cornwall PL25 3HE. Proposed single storey extension remodelling and associated work.

It was **RESOLVED** to make no objection to this application subject to South West Water being satisfied with the proposal.

- vii. **PA25/02537:** 30 Tregorrick View St Austell Cornwall PL25 4EE. Works to trees subject to a Tree Preservation Order (TPO), works include 2x Small Leaved Lime full canopy reduction from 18m down to 14m plus crown lift to provide sufficient clearance over highway and to provide peace of mind to surrounding properties.

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

- viii. **PA25/02976:** 37 Brockstone Road St Austell Cornwall PL25 3DP. Ground floor rear extensions.

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

- ix. **PA25/03031:** Land North East Of 37 Slades Road Agar Road St Austell Cornwall. Proposed new dwelling plus associated works.

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

Councillor Hamilton reiterated his interest and left the meeting

- x. **PA25/03107:** 19 Trevone Crescent St Austell Cornwall PL25 5ED. Works to Tree(s) subject to a preservation order (TPO) Crown reduction to 1 evergreen oak.

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

Councillor Hamilton returned to the meeting

- xi. **PA25/03263:** 1 Church Street St Austell Cornwall PL25 4AW. Replacement of the external ATM.

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

- xii. **PA25/03264:** 1 Church Street St Austell Cornwall PL25 4AW. Listed building consent for replacement of the external ATM.

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

- xiii. **PA25/03265:** 1 Church Street St Austell Cornwall PL25 4AW. Advertisement consent for new ATM collar.

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

The Chair took the opportunity to suggest that a mechanism is put in place to inform the three newly elected Cornwall Councillors of the activities of the Town Council's Planning and Regeneration Committee and the decisions thereof.

It was **RESOLVED** that the Town Clerk should e-mail the agenda and minutes to the three Cornwall Councillors to keep them informed of the items to be considered and decisions made.

It was **FURTHER RESOLVED** that the three Cornwall Councillors should be invited to the Town Council's Planning and Regeneration Committee meeting on a quarterly basis to provide an update to the Committee on any relevant planning and highways matters.

P/25/10) Premises Licence Applications

The Clerk advised that an urgent licence application relating to Room 5, Lounge Bar Limited had been received for consideration with a deadline of 5th June 2025.

The Clerk circulated the paperwork relating to the application and explained the four Licensing Objectives :

- Prevention of crime and disorder
- Public safety
- Prevention of public nuisance
- Protection of children from harm

The Chair gave the committee 5 minutes to review the paperwork circulated.

Councillor Kimber declared an interest by virtue of knowing the applicant's daughter and left the meeting

During discussion, Members expressed their support for the application and agreed that it would be a good addition to the town centre and would hopefully go some way to improving the night time economy.

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

Councillor Kimber returned to the meeting

P/25/11) Planning Decisions

It was **RESOLVED** that the report and decisions be noted.

P/25/12) Cornwall Council – Urgent Delegated Planning Decisions

None.

P/25/13) Buses

Councillor Brown advised that the new bus timetable has been published and expressed a view that overall there have been some welcome improvements, but there are still some routes that could be improved and outlined a number of concerns, particularly with regard to busses running to and from the Boscoppa area, to and from Bodmin and to and from the Truro College/Treliske Hospital.

It was **RESOLVED** that the Chair should draft a letter suggesting some improvements to the revised bus timetable and the Town Clerk be authorised to send a letter to Cornwall Council on this matter in consultation with the Chair and Vice-Chair.

P/25/14) Planning Training

The Clerk encouraged all Members of the Planning and Regeneration Committee to attend the on-line Planning Training outlined at Agenda 14. It was noted that there is no need to book.

The Deputy Town Clerk **AGREED** to e-mail the details out which includes the link to each session.

P/25/15) St Austell Town Centre Revitalisation Partnership

The Clerk advised that he had nothing to add since the update at the Council meeting on the 12th May other than the piazza project is progressing and due diligence checks are being carried out with regard to a potential contractor for the banner project.

The Clerk added that he is unaware of the full details, but at 4pm that afternoon, Cornwall Council had e-mailed suggesting that there might be another funding round for town centre projects with a deadline for completion of the 31st December 2025.

A decision on the pump track funding application is still awaited.

P/25/16) Dates of Meetings

It was noted that the dates of the next meetings of the Planning and Regeneration Committee are Monday 16th June 2025 and Monday 21st July 2025.

The meeting closed at 7.41pm.

MINUTES of a MEETING of ST AUSTELL TOWN COUNCIL PLANNING AND REGENERATION COMMITTEE held on MONDAY 16th JUNE 2025 in The Registrar's Office, Carlyon Road, St Austell, Cornwall, PL25 4LD at 6pm.

Present: Councillors: Brown, Gray, Hamilton, Kimber, Lanxon, Marshall, Preece, Stephens, Thompson and Whitehouse.

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

*** The Town Clerk left the meeting ***

P/25/17) Apologies for absence

Apologies for absence were received from Councillors Bull and Lingham.

P/25/18) Declarations of Interest

None.

P/25/19) Dispensations

None.

P/25/20) Minutes from the Meeting dated 19th May 2025

It was **RESOLVED** that the minutes of the meeting held on the 19th May 2025 be approved and signed as a correct record.

P/25/21) Matters to note

The Deputy Town Clerk advised that a letter had been drafted to Vicky Fraser and the bus companies suggesting improvements to the revised bus timetable and had been circulated to Councillors for their input before sending.

The Deputy Town Clerk advised that a link to the Planning training had been circulated to Councillors and that the next session was on Thursday and that the Clerk is hoping to arrange a meeting of the Town Centre Revitalisation Partnership within the next few weeks.

Councillor Brown advised that Councillor Rowse has been appointed to Cornwall Council's Central Sub Area Planning Committee.

P/25/22) Public participation

There were no members of the public present.

The Chair advised that due to a technicality, the Penwinnick Road site presentation would be delayed for a few minutes.

P/25/23) Planning Applications

- i. **PA24/09820:** Plastic Plant Bucklers Lane St Austell Cornwall.
Replace existing single storey factory building with a two storey factory building complete with offices.

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

- ii. **PA25/01974:** Jewson Ltd Manfield Way St Austell Cornwall.
Reconfiguration of existing builders' merchant yard comprising new yard layout including storage racking, installation of open sided canopy, product hire compound, revised parking and servicing and associated works.

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

The Town Clerk returned to the meeting

The Deputy Town Clerk advised that an urgent application had been received that morning relating to signage for the Jewson Ltd planning application previously considered.

The Chair agreed that this item could be considered.

- iii. **PA25/04029:** Jewson Ltd Manfield Way St Austell Cornwall.
Advertisement Consent for signage.

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

The Chair advised that the technical difficulty had been resolved and welcomed Emma Rodgers (Head of Land and Planning) and Dominic O'Neil (Development Director) from Treveth to the meeting.

P/25/24) Penwinnick Road Site

Emma Rodgers and Dominic O'Neil advised that since their last meeting with the Town Council, stakeholder meetings have taken place with representatives from the Town Council, local members and Pondhu School and three public consultations have been held. Ms Rodgers advised that demolition of the site is complete, and comprehensive ecological surveys have been carried out including detailed bat surveys. The listed trough is still on the site and is scheduled to be moved to Truro Road Park in September.

Ms Rodgers advised that due to a number of constraints, including flood risk and the presence of bats, a reduced number of 76 new homes are proposed for the site consisting of town houses, mews style properties and flats. She added that in due course, they hope to convert Pondhu House and the Stable Block into 8 units. The majority of the Mayoral trees will be retained and a number of pedestrian and cycling routes will be created to assist with a desire for car free streets.

Parking will be available on site with 1 space for a 1-bedroom property and 2 spaces for 2-bedroom properties and above. There will be 240 sq metres of commercial space which Ms Rodgers advised could accommodate an office for the Town Council. A space for a depot for the Town Council has been identified on the old Penwinnick House site.

The tenure of the properties will be a mixture of rental, shared ownership and open market.

During discussion, Members raised the following:

- The fabric of the buildings
- Whether there was any provision for allotments
- The likely tenants for the commercial space
- Visitor parking
- Public transport links to and from the site
- Cycle links from the site to the Pentewan trail

The Committee thanked Ms Rodgers and Mr O'Neill for the informative update.

Councillor Kimber left the meeting

P/25/25) Planning Applications

Members returned to consider the remaining planning applications.

- iv. **PA25/02830:** 21 Polmarth Close St Austell Cornwall PL25 3TW. Proposed kitchen extension with 2 additional bedrooms.

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

- v. **PA25/02906:** 5 Trenance Place St Austell Cornwall PL25 5NS. Non Material Amendment (1) to Application No. PA23/05531 dated 7th December 2023 for two storey flat roof, rear extension to a semi detached property creating 1 new first floor bedroom and 1 new ground floor family/dining room, namely, to change from masonry insulated cavity to insulated timber frame construction.

The Clerk advised that this application had been determined.

- vi. **PA25/03151:** Jewson Ltd Manfield Way St Austell Cornwall. Refurbishment of existing builders merchant (sui generis) comprising external works to the existing warehouse buildings and associated works.

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

- vii. **PA25/03449:** 7 Morcom Close St Austell Cornwall PL25 3UF. Non-Material Amendment in relation to Decision Notice PA24/03018 dated 09.07.24: to increase the roof height.

The Clerk advised that this application had been determined.

- viii. **PA25/03627:** Nya Court Priory Road St Austell Cornwall. Submission of details to discharge condition 5 in respect of application PA21/01006.

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

- ix. **PA25/03728:** 70 Penmere Road St Austell Cornwall PL25 3PE. Works to a tree subject to a preservation order (TPO) Oak radial crown reduction of approx 1-2m.

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

P/25/25) Premises Licence Applications

None.

P/25/26) Planning Decisions

It was **RESOLVED** that the report and decisions be noted.

P/25/27) Cornwall Council – Urgent Delegated Planning Decisions

None

P/25/28) St Austell Town Centre Revitalisation Partnership

The Clerk advised that he will contact the Chair shortly to arrange a meeting of the Partnership. He added that the church piazza is progressing and all being well, contractors should be in place shortly to deliver the banner project.

The Clerk expressed concern with regard to the short deadlines set for the bidding and delivery processes associated with the Town Regeneration and Investment Programme (TRIP) recently released by Cornwall Council as part of the Shared Prosperity Fund.

During discussion, a number of Members expressed a view that the re-location of the Arts Centre to White River Place should be explored.

P/25/29) Dates of Meetings

It was noted that the dates of the next meetings of the Planning and Regeneration Committee are Monday 21st July 2025 and Monday 18th August 2025.

The meeting closed at 7.45pm.

MINUTES of ST AUSTELL TOWN COUNCIL COMMUNITY COMMITTEE held on MONDAY 2nd JUNE 2025 at The Registrar's Office, Carlyon Road, St Austell, Cornwall, PL25 4LD at 6pm.

Present: Councillors: Cohen, Clemo, Hawken, Kimber, Preece, Rowse, Stephens, Taylor, Thompson, Whitehouse and Young.

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

Public: There were five members of the public present.

CC/25/01) Election of Chair

The Clerk asked for nominations for Chair.

- A nomination was received for Councillor Thompson
- A nomination was received for Councillor Preece

Members undertook a secret ballot to elect the Chair of the Community Committee for the 2025/26 civic year. The result of the ballot was:

Councillor Thompson – 5 votes
Councillor Preece – 6 votes

It was **RESOLVED** that Councillor Preece be elected Chair of the Community Committee for the 2025-26 civic year.

CC/25/02) Election of Vice-Chair

The Chair asked for nominations for Vice-Chair.

A nomination was proposed and seconded for Councillor Kimber

It was **RESOLVED** that Councillor Kimber be elected Vice-Chair of the Community Committee for the 2025/26 Civic Year.

CC/25/03) Apologies for absence

Apologies for absence were received from Councillors Hamilton and Lingham.

CC/25/04) Declarations of Interest

Councillor Clemo declared an interest in Agenda Item 11 (Small Grants Scheme) by virtue of knowing the Personal Trainer from No Limits Personal Training and Wellbeing CIC.

CC/25/05) Dispensations

None

CC/25/06) Minutes of the Meeting held on the 24th March 2025

The Chair referred to Page 4 (Grounds Staff) and suggested that in the last line the word "on" should be deleted.

It was **RESOLVED** that subject to the above amendment the minutes of the meeting held on the 24th March 2025 be approved and signed as a correct record.

CC/25/07) Matters to Note

The Clerk advised that the CCTV Manager's response to the CCTV query (Minute Number: CC/24/60) was circulated to the Committee.

CC/25/08) Public Participation

Ms Vanloo expressed a view that the General Wolfe building should be retained and refurbished for community use and supported the views of local historian, Lyndon Allen who is firmly against its demolition.

Ms Heyward, supported Ms Vanloo's comments and expressed concern that a number of Cornwall Council owned buildings have been left to deteriorate and then demolished and that the General Wolfe should not be allowed to succumb to the same fate. Ms Heyward advised that only the old part of the building is listed and expressed a view that if a crossing was put in place the building could be refurbished for community use.

CC/25/09) General Wolfe Building

The Town Clerk circulated a communication received from Mr Lyndon Allen and provided an overview of the recent history of the General Wolfe building, the potential options and the estimated costs to bring it back into use.

The Clerk added that Corserv Facilities Ltd own the building and that in conjunction with Cornwall Council they will be inviting Community Groups at the end of June to submit an Expression Of Interest (EOI) for a viable community proposition for the building. Interested parties will receive an information pack and be given a tour of the building if required. If the process goes well, Cornwall Council's Cabinet will receive a recommendation and hopefully decide on the future of the building in December.

The Town Council, St Austell Town Centre Partnership and St Austell BID will be briefed by Cornwall Council on the Expression of Interest process on Tuesday 10th June 2025.

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

*** In order to assist a member of the public present, the Chair agreed to consider the grant application from the St Austell Hockey Club next***

CC/25/10) Small Grants Scheme

St Austell Hockey Club

Mr Hocking advised following a fire at Poltair astro turf a few years ago, St Austell Hockey Team have been training in Truro twice a week.

He explained that the club would like to play and train in St Austell and have identified Penrice School as a suitable venue, but the pitch does not have floodlights. The club would like to purchase temporary floodlights and a container to store them which requires funding in the sum of £9,700, £6,500 of which has been raised so far. Mr Hocking advised that funding bids have been submitted to Tesco and Co-op and they are hopeful that the full amount can be raised by August.

During discussion, Mr Hocking confirmed that he is in discussions with CELT and all safeguarding processes and procedures are in place including DBS checks.

It was **RESOLVED** to award a grant in the sum of £500 to St Austell Hockey Club towards the purchase of temporary floodlights.

CC/25/10) Grounds Maintenance Service

The Deputy Town Clerk advised that the Operations Manager had outlined the activities of the grounds maintenance team within his report and hoped that the new Members of the committee would find it helpful to understand the remit of the service.

The Deputy Clerk advised that the grounds staff work on a "summer schedule" and "winter schedule" and that they are currently on their summer schedule which is mainly cutting grass. She advised that the Town Council cut the highways verges and residential areas under a Service Level Agreement with Cornwall Council and that it takes approximately 3 weeks for the team to get across the town. The team carry out approximately 9 cuts over the summer months, depending on weather conditions.

The "winter schedule" consists of maintenance projects such as bench repairs, tree works, re-building walls, playground repairs, library maintenance, flower bed stripping, rotavating areas for wildflowers and bridge and fence repairs.

All year-round colour is achieved through summer and winter bedding plants.

The grounds team consists of 8 staff, 7 full-time and 1 part-time and as well as grass cutting and winter maintenance they carry out the maintenance of footpaths under a Service Level Agreement with Cornwall Council.

During discussion, Councillors thanked the Operations Manager and the grounds team for their excellent work.

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

Councillor Clemo reiterated his interest and left the meeting

CC/25/11) Small Grants Scheme

No Limits Personal Training and Wellbeing CIC

It was **RESOLVED** to award a grant in the sum of £250 to No Limits Personal Training for funding towards the "Reclaim" project.

Councillor Clemo returned to the meeting

Sunshine and Showers

It was **RESOLVED** to award a grant in the sum of £250 to Sunshine and Showers for funding towards pool fees and kit for adult and childrens' scuba club activities at Twytreath School pool.

CC/25/12) PULSE – Information Boards

The Clerk outlined the history of PULSE and the discussions to date with St Austell BID, PULSE and the Clerks from Newquay Town and Truro City Councils.

Members although supportive of improving the town centre signage expressed concern with regard to the height of the boards, the number of boards proposed and the potential for mis-use of the Wi-Fi and emergency calling features.

It was **RESOLVED** that the Town Council should not proceed with the installation of PULSE Boards or similar signage until such time that they are proven to work satisfactorily in other local towns.

CC/25/13) Schedule of Events

The Deputy Clerk provided an update on the schedule of events as at 23rd May 2025. She advised that the Easter Fun Day had been a great success with over 200 children and their families enjoying the event. The Community Plant swap also went well on 30th May 2025 which ran alongside the climate awareness event at the library.

The Deputy Clerk advised that the Community Projects Officer is working on a schools' welly boot decorating/planting competition, the entries for which will be displayed in White River Place on the 21st June as part of their Summer Fayre. The Mayor will judge the wellington boots on the day and prizes will be given to the winning entrants.

A number of after school games sessions in the Town Council's parks are in the planning stage for July and all being well will be run by Young People Cornwall. The VJ Day event planning is nearing finalisation. The event starts with a parade through Fore Street and culminates in a 1940's style family fun day in White River Place.

The Deputy Clerk advised that the Community Projects Officer will start planning Christmas events shortly which will hopefully include a Santa's grotto at the Market House, a snow machine, flash choirs, bands and collaboration with the church on a winter wonderland in Holy Trinity Church.

Arising from the above, Councillor Taylor expressed her strong concern that the Market House is not accessible for all and that an alternative venue should be considered. Councillor Young advised that the Market House has a ramp for wheel-chair access from Market Street and an accessible access to the first floor of the Market House from North Street.

Arising from a further question, the Deputy Clerk advised that when the trailer/games is not in use by the Town Council, it can be lent out to the BID and White River Place to compliment activities in the town centre.

CC/25/14) Projects Update

The Clerk and Deputy Clerk provided an update as follows:

Town Centre Revitalisation (Shared Prosperity Fund – Round 1)

The banner project is temporarily on hold whilst the appointment of a new contractor is being carried out.

The Holy Trinity Piazza project has started which is still on target for a completion date in August.

Grant funding approval from Cornwall Council is still awaited for the proposed Pump Track at The Meadows.

CCTV

The Town Council runs the CCTV service in partnership with Newquay Town Council. Both towns are monitored from Newquay Police Station and at the present time the service is on summer monitoring hours which is almost 24/7. 5 additional cameras are on order and should be installed later this month. The tender for the maintenance of the CCTV system is up for renewal and the Town Clerk is in discussions with Newquay Town Council to agree the tender process.

Young People Cornwall (YPC)

Young People Cornwall continue to be an important stakeholder in the town and offer a tremendous amount of support and educational activities for young people. The Town Council has two representatives on the steering group. It is hoped that YPC will run the after-school games during July.

Priory Car Park

The car park income remains good and further re-lining work will be done this week. The contactless payment system remains popular and there is a steady group of season ticket holders. No response has been received from Cornwall Council with regard to the Town Council potentially taking on Clifden Road Car Park.

Anti Social Behaviour

There are a few new people around the town which the security guards do not recognise. Shop lifting is sadly prevalent, and the shops are regularly requesting assistance from the security guards. Further Hot Spot funding has been released but the terms are not ideal, so negotiations have started to agree some amendments to the timing and location of patrols proposed by the OPCC.

Priory Public Conveniences

The Changing Places Toilet at Priory Car Park is now open.

Stable Block

Discussions are taking place with Treveth for the renewal of the Town Council's lease of the Stable Block for a further 5 years with a 3 year break clause. Treveth has also indicated that they would be willing to build a purpose-built office and depot for the Town Council on the Penwinnick Road site.

The rent for the Stable Block is likely to increase quite substantially over the next few years and discussions are taking place with the localism team about the potential to charge Cornwall Council for grass cutting. The devolution deal negotiated in 2016/17 with Cornwall Council included a low rent for the Stable Block in return for free grass cutting on Cornwall Council land.

CC/25/15) Dates of Meetings

It was noted that the next meeting of the Community Committee is scheduled for Monday 8th September 2025.

The meeting closed at 7.18pm.

MINUTES of a MEETING of the FINANCE AND GENERAL PURPOSES COMMITTEE held on MONDAY 23rd JUNE 2025 in The Registrars Office, Carlyon Road, St Austell, Cornwall, PL25 4LD at 6pm.

Present: Councillors: Brown, Cohen, Gray, Hamilton, Kimber, Lanxon, Marshall, Pearce, Preece, Thompson and Young.

Also present: Councillors Hawken and Stephens

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

F/25/01) Election of Chair

The Clerk asked for nominations for Chair.

- A nomination was received for Councillor Kimber
- A nomination was received for Councillor Gray

A proposal for a named vote was lost 5 votes for, 6 votes against.

A proposal to undertake a secret ballot was carried 6 votes for 3 votes against.

It was **RESOLVED** to undertake a secret ballot.

Members undertook a secret ballot to elect the Chair of the Finance and General Purposes Committee for the 2025/26 civic year. The result of the ballot was:

Councillor Gray – 7 votes
Councillor Kimber – 4 votes

It was **RESOLVED** that Councillor Gray be elected Chair of the Finance and General Purposes Committee for the 2025/26 civic year.

F/25/02) Election of Vice-Chair

The Chair asked for nominations for Vice-Chair.

- A nomination was received for Councillor Pearce
- A nomination was received for Councillor Marshall

It was **RESOLVED** to undertake a secret ballot to elect the Vice-Chair of the Finance and General Purposes Committee for the 2025/26 civic year. The result of the ballot was:

Councillor Pearce – 6 votes
Councillor Marshall – 5 votes

It was **RESOLVED** that Councillor Pearce be elected Vice-Chair of the Finance and General Purposes Committee for the 2025/26 Civic Year.

F/25/03) Apologies for absence

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

F/25/04) Declarations of Interest

None.

F/25/05) Dispensations

None.

F/25/06) Minutes of meeting held on 7th April 2025

It was **RESOLVED** that the minutes of the meeting held on 7th April 2025 be approved and signed as a correct record.

F/25/07) Matters to Note

The Clerk advised that the Town Council's insurers have approved the claim but the payment has not yet been received.

The Community Projects Officer has arranged for Young People Cornwall (YPC) to facilitate Park Games from Monday 7th July to Thursday 17th July in various parks across the town. The local schools have been informed and each event has been publicised on social media. The games will also be made available for the Bethel Park event in July and the town centre fun day in August.

Arising from questions, the Clerk answered as follows:

Martyn's Law

The Clerk explained Martyn's Law and the potential impact on the Town Council. He stressed that the legislation has been enacted but the detailed regulations are not expected for some time.

Investments

The Clerk advised that the Town Council has agreed a low-risk strategy with regard to investments and that the largest investment at the present time is with Cornwall Council. He advised that the Town Council has a healthy bank balance, but the replacement value of play equipment is approximately £900,000 which will start to erode the Town Council's funds in due course when large pieces of aging play equipment will need to be replaced. The Clerk advised that the Town Council's precept is received from Cornwall Council in April and September.

Election costs

The Clerk confirmed that Cornwall Council has not invoiced the Town Council yet for the May Elections but once an invoice has been received, he will discuss with the Mayor and Deputy Mayor the anticipated underspend.

F/25/08) Public participation

There were no members of the public present.

The Chair advised that to allow the Library Manager to leave the meeting in good time, he would bring the Library report forward to the next item

F/25/09) St Austell Library

The Deputy Town Clerk referred to the Library newsletter and advised that Terry Shaw is the Library Manager managing 9 staff, a number of volunteers and overseeing the activities of the St Austell Library Support Association (SALSA). She advised that the library is extremely busy and has a full programme of activities and events coming up over the next few months including the Summer Reading Challenge.

Ms Shaw advised that the theme for this year's Summer Reading Challenge is Story Garden and that the library has a number of activities lined up to encourage children to take up the challenge which is to read 6 books over the summer holidays. Ms Shaw added that they usually have around 900 children signing up for the challenge, and approximately 600-700 finishers.

Ms Shaw outlined a summary of recent events at the library including a VE Day 80th commemoration event and a visit from the Police Dogs which was particularly well received.

During discussion, Ms Shaw advised that the mobile library will soon be based at St Austell Library and that it will go to the Fun Day event in August. She advised that they are pleased with the reconfiguration of the help desk and that they always encourage people to use the outside space.

It was **RESOLVED** to thank Terry Shaw, the library staff, volunteers and SALSA for their tremendous work at the library.

Ms Shaw left the meeting

F/25/10) Budget Monitoring Report

The Clerk explained that early in the budget setting process Members are invited to informal discussions about priorities which results in a draft budget for Members to consider. Members are then invited to review the budget through the Finance and General Purposes Committee and then finally approved by full Council at their meeting in December.

The Clerk advised that the Finance and General Purposes Committee is provided with a budget monitoring report at each meeting which details the budget spend against budget.

In addition to the budget monitoring reports, the Chair of the Finance and General Purposes Committee receives a monthly report detailing all transactions for the month.

The Town Council has also appointed an Internal Auditor who is a Chartered Accountant who audits the Town Council's finances twice a year. In between these visits the Chair and Vice-Chair of the Finance and General Purposes Committee come into the office to "spot check" a number of transactions.

Finally, an External Auditor is appointed to audit the Town Council's Annual Accounts once they have been approved by the Internal Auditor and full Council.

The Clerk referred to the Budget Monitoring report for the financial year to 31st May 2025 and explained the variances therein.

Arising from questions, the Clerk advised members on the rental income received and the latest discussions with Treveth and Cornwall Council on the renewal of the lease for the Stable Block.

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

Councillors Pearce and Stephens left the meeting

F/25/11) Regular Payments

It was **RESOLVED** to note and approve the Direct Debits and Regular BACS payments as at 17th June 2025.

F/25/12) CCTV

The Clerk explained that the contract for the repair and maintenance of the CCTV systems ends later this year and Newquay Town Council has suggested that a tender exercise is carried out in partnership with St Austell Town Council.

The Clerk advised that as the CCTV systems are integrated it makes sense for a joint procurement exercise to be carried out with Newquay Town Council as the lead body.

It was **RESOLVED** to authorise the Town Clerk to proceed with a tender exercise in partnership with Newquay Town Council for the repair and maintenance of the CCTV systems.

F/25/13) Paperless

The Clerk advised that the cost of posting agendas to Councillors has increased significantly in recent years and an increasing number of Councillors have advised that they are not receiving their agendas on time through the post. He added that in the past, Councillors have been given the opportunity to receive agendas electronically only and felt that with the election of a new Council the opportunity to opt out of receiving a paper copy should be discussed again.

During discussion, views were mixed but it was generally agreed that whether or not to opt out of receiving a paper copy of the agenda should be a choice for individual Councillors to make.

The Clerk advised that he would continue to bring a few hard copies of the agenda to each meeting.

It was **RESOLVED** that the Town Clerk would contact all Councillors to give them the opportunity to opt out of receiving a paper copy of agendas.

F/25/14) Lone Working Policy for St Austell Town Councillors

The Deputy Town Clerk advised that the Town Council's staff, including grounds maintenance staff have lone working policies and through the recent induction training, it had come to light that the Town Council does not have a policy on lone working for Councillors.

She advised that it had been drafted in consultation with the Operations Manager and although, mainly common-sense advice, hoped that Members would find it useful to have it documented.

Councillor Brown voiced his strong objection to the policy and expressed his disagreement to a number of the suggestions contained therein.

During further discussion, Members felt strongly that Councillors should not meet with the public in their homes and some Councillors outlined incidents, threats and uncomfortable situations that they had found themselves in whilst out on Council business.

It was **RECOMMENDED** that the Lone Working Policy for Town Councillors should be adopted as drafted.

Councillor Brown asked that it be recorded that he voted against this proposal

F/25/15) Vehicle Replacement

The Clerk advised that one of the Ford tipper trucks is nearing its end of life and needs replacing over the next few months. He advised that the 2025/26 budget makes provision for the purchase of a replacement vehicle for the grounds maintenance service.

It was **RECOMMENDED** that a maximum budget of £22,000 be approved and the Town Clerk be authorised to acquire a second-hand tipper truck in the most economically advantageous way.

F/25/16) Dates of next meeting

It was noted that the next meeting of the Finance and General Purposes Committee is due to take place on 29th September 2025.

The meeting closed at 7.37pm.

ST AUSTELL TOWN COUNCIL
COUNCIL MEETING – 14th JULY 2025
SCHEDULE OF PAYMENTS
1st MAY 2025 to 4th JULY 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. EQUALITIES 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 £312,422.03 (net of refunds) and the transfers between bank accounts amounting to £204,916.02.

DAVID POOLEY - TOWN CLERK

PAYMENT SCHEDULE

St Austell Town Council

For the period 1 May 2025 to 4 July 2025

Date	Payment Method	Contact	Reference	Debit	Credit Cost Centre
Bank Transfer					
01 May 2025	Transfer	NatWest Treasury Account		200,000.00	0.00
01 May 2025	Transfer	NatWest Deposit Account		0.00	200,000.00
20 May 2025	Transfer	Bank Transfer from NW Current Account to St AusteiD/D		0.00	4,000.22
20 May 2025	Transfer	Bank Transfer from NW Current Account to St AusteiD/D		4,000.22	0.00
19 Jun 2025	Transfer	Bank Transfer from NW Current Account to St AusteiD/D		0.00	915.80
19 Jun 2025	Transfer	Bank Transfer from NW Current Account to St AusteiD/D		915.80	0.00
Total Bank Transfer				204,916.02	204,916.02
Credit Note Refund					
16 May 2025	Credit card	Nisbets	CC-16.5.25	446.40	0.00 Pollair Park
Total Credit Note Refund				446.40	0.00
Payable Payment					
01 May 2025	Direct Debit	Screwfix Direct Ltd	2002560312	0.00	71.92 Other Parks and Open Spaces
01 May 2025	Direct Debit	Screwfix Direct Ltd	2002749183	0.00	40.47 Other Parks and Open Spaces
01 May 2025	Direct Debit	Cornwall Council	803010122-2025/26-2	0.00	419.00 Priory Car Park
01 May 2025	Direct Debit	Screwfix Direct Ltd	2003226812	0.00	17.99 Other Parks and Open Spaces
01 May 2025	Direct Debit	Screwfix Direct Ltd	2002636313	0.00	197.30 Other Parks and Open Spaces
01 May 2025	Direct Debit	Screwfix Direct Ltd	2002988021	0.00	426.99 Multiple Categories
01 May 2025	Direct Debit	Screwfix Direct Ltd	2002988022	0.00	10.39 Other Parks and Open Spaces
01 May 2025	Direct Debit	Screwfix Direct Ltd	2003023011	0.00	14.99 Other Parks and Open Spaces
01 May 2025	Direct Debit	Screwfix Direct Ltd	2002714938	0.00	119.10 Other Parks and Open Spaces
01 May 2025	Credit card	Badges Ltd	CC1.5.25	0.00	9.79 Library
01 May 2025	Petty Cash	Sara Gwilliams	PC02	0.00	7.16 General Administration
01 May 2025	Petty Cash	K A Gay	PC03	0.00	2.50 General Administration
01 May 2025	Petty Cash	Car Park refund	PC04	0.00	1.60 Priory Car Park
01 May 2025	Petty Cash	Sara Gwilliams	PC01	0.00	12.79 General Administration
01 May 2025	Petty Cash	K A Gay	PC05	0.00	8.64 General Administration
02 May 2025	BACS	TClarke Contracting Ltd	SL-25011381	0.00	186.00 Library
02 May 2025	BACS	Flowbird Smart City UK Limited	U00016760	0.00	1,007.86 Priory Car Park
02 May 2025	BACS	Coast 2 Coast Security Ltd	22775	0.00	145.20 Events
02 May 2025	BACS	Logical Cleaning Solutions	INV-8061	0.00	811.42 Stable Block/Pondhu House
02 May 2025	Direct Debit	British Gas	10862279	0.00	13.67 Other Parks and Open Spaces
02 May 2025	BACS	Logical Cleaning Solutions	INV-8027	0.00	1,221.74 Library
02 May 2025	BACS	Vincent Tractors Ltd	180788	0.00	73.04 Transport and Plant
02 May 2025	BACS	APS Construction Services Limited	3759	0.00	561.60 Priory Toilets
02 May 2025	BACS	Sara Gwilliams		0.00	21.50 Events
02 May 2025	BACS	Hudson Accounting	824	0.00	550.00 General Administration
02 May 2025	BACS	VE Day grant 1	Grant	0.00	100.00 Misc. Projects/Grants
02 May 2025	BACS	Spot-On Supplies Ltd	21607870	0.00	119.52 Library

02 May 2025	BACS	ChapmanGain Accountants	6461/S176	0.00	690.00	General Administration
04 May 2025	Credit card	Xero (UK) Ltd	CC4.5.25	0.00	39.60	General Administration
06 May 2025	Credit card	Royal Mail	CC6.5.25	0.00	180.00	General Administration
06 May 2025	Direct Debit	Screwfix Direct Ltd	CC6.5.25	0.00	194.97	Multiple Categories
06 May 2025	Direct Debit	BT	M108 YB	0.00	504.00	General Administration
06 May 2025	Direct Debit	British Gas	10892741	0.00	57.74	Priority Toilets
06 May 2025	Direct Debit	Worldpay (UK) Ltd		0.00	20.39	Priority Car Park
07 May 2025	Direct Debit	Hutchison 3G UK Limited		0.00	29.65	Pollair Park
07 May 2025	Direct Debit	Worldpay (UK) Ltd		0.00	0.08	Priority Car Park
07 May 2025	Direct Debit	Allstar Business Solutions		0.00	420.24	Transport and Plant
07 May 2025	Direct Debit	Amazon EU S a.r.l.	E2020294804	0.00	11.04	Library
09 May 2025	Credit card	VE Day grant 2	CC7.5.25	0.00	150.00	Misc. Projects/Grants
09 May 2025	BACS	M-R-S Communications Ltd	Grant	0.00	78.00	Stable Block/Pondhu House
09 May 2025	BACS	St Austell Trader	1267176	0.00	225.00	Events
09 May 2025	BACS	Andy Loos Ltd	3189	0.00	207.90	Events
09 May 2025	BACS	APS Construction Services Limited	NQY/930524	0.00	6,600.00	Town Centre Revitalisation Project
09 May 2025	BACS	Lyreco UK Limited	3763	0.00	172.80	Library
09 May 2025	BACS	M-R-S Communications Ltd	6724075161	0.00	78.00	Library
09 May 2025	BACS	Bemrose Booth Paragon Ltd	1267570	0.00	741.36	Priority Car Park
09 May 2025	BACS	D May & Son Ltd	528616	0.00	103.64	Other Parks and Open Spaces
09 May 2025	BACS	D May & Son Ltd	47931	0.00	15.24	Other Parks and Open Spaces
09 May 2025	BACS	Objective IT Services	49039	0.00	393.72	General Administration
09 May 2025	BACS	FindParkPay Ltd	3648	0.00	271.99	Priority Car Park
09 May 2025	BACS	DJR Water Hygiene	INV-000030	0.00	200.00	Multiple Categories
09 May 2025	BACS	Serve Southwest Ltd	SI-788	0.00	399.84	Events
09 May 2025	BACS	G4S	INV-0805	0.00	780.55	Multiple Categories
09 May 2025	BACS	Amazon EU S a.r.l.	2025042393	0.00	27.47	Multiple Categories
12 May 2025	Credit card	J Parkers	CC9.5.25	0.00	21.13	Other Parks and Open Spaces
13 May 2025	Credit card	Royal Mail	CC12.5.25	0.00	157.50	General Administration
13 May 2025	Direct Debit	Worldpay (UK) Ltd	CC13.5.25	0.00	1.20	Priority Car Park
14 May 2025	Direct Debit	Worldpay (UK) Ltd		0.00	1.41	Priority Car Park
14 May 2025	Credit card	Adexa Direct Ltd	CC14.5.25	0.00	456.00	Pollair Park
14 May 2025	Direct Debit	Allstar Business Solutions	E2020347999	0.00	131.28	Transport and Plant
15 May 2025	Direct Debit	Cornwall Council	802628607-2025/26-2	0.00	55.00	Tregonissey Lane End
15 May 2025	Direct Debit	Cornwall Council	80262013X-2025/26-2	0.00	3,769.00	Priority Car Park
15 May 2025	Direct Debit	Cornwall Council	802635724-2025/26-2	0.00	1,206.00	Library
15 May 2025	Direct Debit	NatWest		0.00	61.25	General Administration
16 May 2025	Direct Debit	AIBMS		0.00	494.43	Priority Car Park
16 May 2025	BACS	Hay Nurseries (Cornwall) Ltd	158216	0.00	5,745.90	Other Parks and Open Spaces
16 May 2025	BACS	Simon Fann	26/2159	0.00	130.00	Civic Ceremonial
16 May 2025	BACS	APS Construction Services Limited	3774	0.00	15,916.73	Town Centre Revitalisation Project
16 May 2025	BACS	APS Construction Services Limited	3772	0.00	2,870.45	Priority Toilets
16 May 2025	BACS	Driveline (GB) Ltd	1446309	0.00	501.26	Multiple Categories
16 May 2025	BACS	Enerveo	900050943	0.00	378.96	CCTV
16 May 2025	BACS	J Shoes	6501	0.00	580.00	Events
16 May 2025	BACS	Poppy Appeal		0.00	25.00	Civic Ceremonial
16 May 2025	BACS	Cornwall Signs	46884	0.00	114.00	Other Parks and Open Spaces
16 May 2025	BACS	Glassworx South West	2301	0.00	288.00	Library
16 May 2025	BACS	Inclusive Care Solutions	INV-0231	0.00	9,372.60	Priority Toilets
16 May 2025	BACS	South West Play Ltd	SI-8464	0.00	416.40	Other Parks and Open Spaces
16 May 2025	BACS	M A Grigg Ltd	S41704	0.00	52.30	Other Parks and Open Spaces

16 May 2025	BACS	M A Grigg Ltd	S35450	0.00	64.44	Other Parks and Open Spaces
16 May 2025	BACS	M A Grigg Ltd	S36794	0.00	42.16	Other Parks and Open Spaces
19 May 2025	Direct Debit	Worldpay (UK) Ltd		0.00	0.88	Priority Car Park
21 May 2025	Credit card	Amazon EU S.a.r.l.	CC21 5.25	0.00	20.16	Library
21 May 2025	Direct Debit	Allstar Business Solutions	E2020374767	0.00	213.43	Transport and Plant
22 May 2025	Credit card	Amazon EU S.a.r.l.	CC22 5.25	0.00	21.99	General Administration
22 May 2025	Credit card	Amazon EU S.a.r.l.	CC22 5.25	0.00	27.97	Multiple Categories
22 May 2025	Credit card	Amazon EU S.a.r.l.	CC22 5.25	0.00	16.75	Library
23 May 2025	BACS	Source for Business	6090003740	0.00	121.91	Library
23 May 2025	BACS	Kent County Council	G9876265	0.00	295.02	Library
23 May 2025	BACS	Bonney & Jarman Ltd	5990	0.00	624.00	Library
23 May 2025	BACS	Complete Weed Control (SW)	SW3891	0.00	5,040.00	Other Parks and Open Spaces
23 May 2025	BACS	Glasdon UK Limited	S1910739	0.00	1,015.77	Multiple Categories
23 May 2025	BACS	Cobalt Communication Solutions Ltd	32807	0.00	37.58	General Administration
23 May 2025	BACS	The Play Inspection Company Ltd	77754	0.00	1,287.00	Other Parks and Open Spaces
23 May 2025	BACS	Source for Business	6090003885	0.00	41.83	Pollair Park
23 May 2025	BACS	ITEC	CW1170190	0.00	57.24	General Administration
23 May 2025	BACS	Glendale Countryside Ltd	GC421-4873	0.00	941.94	Other Parks and Open Spaces
23 May 2025	BACS	Glendale Countryside Ltd	GC421-4872	0.00	688.92	Stable Block/Pondhu House
23 May 2025	BACS	Glendale Countryside Ltd	GC421-4874	0.00	259.30	Library
23 May 2025	BACS	Glendale Countryside Ltd	GC421-4870	0.00	953.36	Other Parks and Open Spaces
23 May 2025	BACS	Glendale Countryside Ltd	GC421-4871	0.00	264.05	Other Parks and Open Spaces
23 May 2025	Direct Debit	Worldpay (UK) Ltd		0.00	1.20	Priority Car Park
23 May 2025	BACS	Various - Salaries and oncosts - May 2025	Various	0.00	62,446.31	General Administration
27 May 2025	Direct Debit	Biffa Waste Services Ltd	522C24742	0.00	1,636.80	Other Parks and Open Spaces
27 May 2025	Credit card	Amazon EU S.a.r.l.	CC27 5.25	0.00	10.98	Other Parks and Open Spaces
28 May 2025	BACS	Engie Power Limited	2-05140489	0.00	416.11	Other Parks and Open Spaces
28 May 2025	Direct Debit	Allstar Business Solutions	E2020401455	0.00	401.45	Transport and Plant
30 May 2025	BACS	Andy Loos Ltd	NQY/930911	0.00	386.10	Events
30 May 2025	BACS	Hay Nurseries (Cornwall) Ltd	158251	0.00	34.27	Other Parks and Open Spaces
30 May 2025	BACS	ITEC	1102191	0.00	203.75	General Administration
30 May 2025	BACS	Cornwall Council	8100577901	0.00	525.30	Town Centre Revitalisation Project
30 May 2025	BACS	Newquay Town Council	TC-1284	0.00	23,552.04	CCTV
30 May 2025	BACS	Cornwall Council	8100577706	0.00	490.09	Priority Car Park
30 May 2025	BACS	Logical Cleaning Solutions	INV-8105	0.00	1,131.24	Library
30 May 2025	BACS	Flowbird Smart City UK Limited	U100017412	0.00	1,178.50	Priority Car Park
30 May 2025	BACS	Steven Knight		0.00	12.79	Transport and Plant
30 May 2025	BACS	Logical Cleaning Solutions	INV-8131	0.00	762.59	Stable Block/Pondhu House
30 May 2025	BACS	TCClarke Contracting Ltd	SL-25021253	0.00	271.20	Library
02 Jun 2025	BACS	TrailerTek	266428	0.00	200.00	Events
02 Jun 2025	Direct Debit	Cornwall Council	803010122-2025/26-3	0.00	419.00	Priority Car Park
02 Jun 2025	Direct Debit	Screwfix Direct Ltd	2003358084	0.00	63.48	Stable Block/Pondhu House
03 Jun 2025	Direct Debit	BT	M109 1Y	0.00	504.00	General Administration
03 Jun 2025	Direct Debit	British Gas	11179886	0.00	14.99	Other Parks and Open Spaces
04 Jun 2025	Direct Debit	British Gas	11191688	0.00	52.31	Priority Toilets
04 Jun 2025	Direct Debit	Allstar Business Solutions	E2020426305	0.00	297.75	Multiple Categories
04 Jun 2025	Credit card	Amazon EU S.a.r.l.	CC4.6.25	0.00	10.25	Events
04 Jun 2025	Credit card	Amazon EU S.a.r.l.	CC4.6.25	0.00	23.25	Multiple Categories
05 Jun 2025	Credit card	Amazon EU S.a.r.l.	CC5.6.25	0.00	28.60	Events
05 Jun 2025	Credit card	Amazon EU S.a.r.l.	CC5.6.25	0.00	17.00	Multiple Categories
05 Jun 2025	Petty cash	Sara Gwilliams	PC06	0.00	7.16	General Administration

05 Jun 2025	Petty cash	K A Gay	PC07	12.45	General Administration	0.00
05 Jun 2025	Petty cash	H D Pooley	PC08	3.00	General Administration	0.00
06 Jun 2025	Direct debit	Hutchison 3G UK Limited		29.65	Poltair Park	0.00
06 Jun 2025	Direct Debit	Worldpay (UK) Ltd		26.56	Priory Car Park	0.00
06 Jun 2025	BACS	APS Construction Services Limited	3791	5,964.00	Priory Toilets	0.00
06 Jun 2025	BACS	Cornwall Signs	47013	120.00	Poltair Park	0.00
06 Jun 2025	BACS	Vincent Tractors Ltd	182014	20.77	Transport and Plant	0.00
06 Jun 2025	BACS	Elliott Window Cleaning Services	2666	75.00	Library	0.00
06 Jun 2025	BACS	D May & Son Ltd	26415	106.10	Other Parks and Open Spaces	0.00
06 Jun 2025	BACS	D May & Son Ltd	26716	13.52	Other Parks and Open Spaces	0.00
06 Jun 2025	BACS	D May & Son Ltd	51485	13.20	Other Parks and Open Spaces	0.00
06 Jun 2025	BACS	D May & Son Ltd	50974	186.00	Other Parks and Open Spaces	0.00
06 Jun 2025	BACS	D May & Son Ltd	50684	22.00	Other Parks and Open Spaces	0.00
06 Jun 2025	BACS	D May & Son Ltd	50674	31.72	Other Parks and Open Spaces	0.00
06 Jun 2025	BACS	D May & Son Ltd	49837	843.24	Other Parks and Open Spaces	0.00
06 Jun 2025	BACS	APS Construction Services Limited	3804	13,509.00	Town Centre Revitalisation Project	0.00
06 Jun 2025	BACS	St Austell Hockey Club	Grant1	500.00	Misc. Projects/Grants	0.00
06 Jun 2025	BACS	No Limits Personal Training & Wellbeing	Grant2	250.00	Misc. Projects/Grants	0.00
06 Jun 2025	BACS	Mei Loci	2558	1,533.00	Town Centre Revitalisation Project	0.00
06 Jun 2025	BACS	APS Construction Services Limited	3805	1,166.10	Bethel Park	0.00
06 Jun 2025	BACS	Sunshine and Showers	Grant1	250.00	Misc. Projects/Grants	0.00
06 Jun 2025	BACS	Bemrose Mobile Limited	B3122500	179.64	Priory Car Park	0.00
06 Jun 2025	BACS	Bemrose Mobile Limited	B3122497	161.76	Priory Car Park	0.00
06 Jun 2025	BACS	Hay Nurseries (Cornwall) Ltd	158267	119.73	Other Parks and Open Spaces	0.00
06 Jun 2025	BACS	Bemrose Mobile Limited	B3122487	147.24	Priory Car Park	0.00
06 Jun 2025	BACS	Zurich Municipal	3646151	58.99	Events	0.00
06 Jun 2025	BACS	Objective IT Services	3663	813.72	General Administration	0.00
06 Jun 2025	BACS	Bemrose Mobile Limited	B3122493	143.40	Priory Car Park	0.00
06 Jun 2025	BACS	Maggies Country Kitchen	196	85.00	Library	0.00
09 Jun 2025	Direct Debit	Worldpay (UK) Ltd		1.20	Priory Car Park	0.00
11 Jun 2025	Direct Debit	Alistar Business Solutions	E2020477079	118.89	Multiple Categories	0.00
12 Jun 2025	BACS	Graphique Media Solutions Ltd	GRA115184	2,880.00	Town Centre Revitalisation Project	0.00
16 Jun 2025	BACS	Spot-On Supplies Ltd	21610851	332.64	Other Parks and Open Spaces	0.00
16 Jun 2025	BACS	G4S	2025052403	851.47	Priory Car Park	0.00
16 Jun 2025	BACS	P-JI Security Ltd	36058	96.00	Stable Block/Pondhu House	0.00
16 Jun 2025	BACS	Source for Business	6090283873	44.84	Poltair Park	0.00
16 Jun 2025	BACS	Cornwall Signs	47090	1,440.00	Other Parks and Open Spaces	0.00
16 Jun 2025	BACS	Cornwall Association of Local Councils Limited	2526-253	42.00	General Administration	0.00
16 Jun 2025	BACS	Gwens Garden Florist	056	117.00	Civic Ceremonial	0.00
16 Jun 2025	BACS	Source for Business	6090283748	93.80	Multiple Categories	0.00
16 Jun 2025	BACS	DJR Water Hygiene	SI-795	200.00	Multiple Categories	0.00
16 Jun 2025	BACS	FindParkPay Ltd	INV-000033	259.87	Priory Car Park	0.00
16 Jun 2025	Direct Debit	Cornwall Council	80262013X-2025/26-3	3,769.00	Priory Car Park	0.00
16 Jun 2025	Direct Debit	Cornwall Council	802628607-2025/26-3	55.00	Tregorissey Lane End	0.00
16 Jun 2025	Direct Debit	Cornwall Council	802635724-2025/26-3	1,206.00	Library	0.00
16 Jun 2025	BACS	M A Grigg Ltd	S54996	39.96	Other Parks and Open Spaces	0.00
16 Jun 2025	BACS	M A Grigg Ltd	S63092	47.09	Other Parks and Open Spaces	0.00
16 Jun 2025	BACS	M A Grigg Ltd	S59658	125.93	Other Parks and Open Spaces	0.00
16 Jun 2025	BACS	M A Grigg Ltd	S61659	25.20	Other Parks and Open Spaces	0.00
16 Jun 2025	Direct debit	NatWest		58.25	General Administration	0.00
16 Jun 2025	Direct debit	AIBMS		461.45	Priory Car Park	0.00

17 Jun 2025	Direct debit	Worldpay (UK) Ltd			1.20 Priory Car Park	0.00
18 Jun 2025	Direct debit	Allstar Business Solutions	E2020495350		399.11 Multiple Categories	0.00
19 Jun 2025	Cheque	Blood Bikes	Mayor's Charity		935.64 Mayor's Charity	0.00
19 Jun 2025	Cheque	Cornwall Air Ambulance Trust			935.63 Mayor's Charity	0.00
19 Jun 2025	Cheque	Barnardo's			935.64 Mayor's Charity	0.00
20 Jun 2025	BACS	ITEC	CW1171301		57.24 General Administration	0.00
20 Jun 2025	BACS	Kent County Council	G9925090		145.02 Library	0.00
20 Jun 2025	BACS	Hay Nurseries (Cornwall) Ltd	158325		2,036.57 Other Parks and Open Spaces	0.00
20 Jun 2025	BACS	SBR Electrical	2526 065		126.00 Library	0.00
20 Jun 2025	BACS	AFC St Austell	984		300.00 General Administration	0.00
20 Jun 2025	BACS	Source for Business	6090449301		332.54 Priory Toilets	0.00
20 Jun 2025	BACS	Keith Clemes Line Marking Service	7022		1,717.20 Priory Car Park	0.00
20 Jun 2025	BACS	Steve Skinner			37.98 General Administration	0.00
23 Jun 2025	BACS	Paul Williams	Inv13		140.00 Civic Ceremonial	0.00
23 Jun 2025	Direct debit	Biffa Waste Services Ltd	522C34399		1,528.42 Other Parks and Open Spaces	0.00
23 Jun 2025	Direct debit	Biffa Waste Services Ltd	522C34401		581.04 Library	0.00
23 Jun 2025	Direct debit	Cobalt Communication Solutions Ltd	33261		49.57 General Administration	0.00
25 Jun 2025	BACS	Salaries and oncosts - June	Various		63,457.84 General Administration	0.00
26 Jun 2025	BACS	Engle Power Limited	2-05208060		314.88 Other Parks and Open Spaces	0.00
27 Jun 2025	BACS	TCI Clarke Contracting Ltd	SL-25030871		147.60 Library	0.00
27 Jun 2025	BACS	Graphique Media Solutions Ltd	GRA115197		14,797.80 Town Centre Revitalisation Project	0.00
27 Jun 2025	BACS	Trevelth Commercial LLP	2543		1,385.00 Stable Block/Pondhu House	0.00
27 Jun 2025	Direct debit	Cornwall Council	8100588471		465.78 Priory Car Park	0.00
27 Jun 2025	BACS	Young People Cornwall	2545		5,000.00 The House/Youth Services	0.00
27 Jun 2025	BACS	Gwens Garden Florist	059		20.00 Civic Ceremonial	0.00
27 Jun 2025	BACS	Manor Made Cornwall	INV-0121		985.50 Civic Ceremonial	0.00
27 Jun 2025	BACS	Cornwall Signs	47236		600.00 Events	0.00
27 Jun 2025	Direct debit	Worldpay (UK) Ltd			0.22 Civic Ceremonial	0.00
01 Jul 2025	Direct debit	Cornwall Council	803010122-2025/26-4		419.00 Priory Car Park	0.00
02 Jul 2025	Direct debit	Allstar Business Solutions	E2020555500		322.61 Transport and Plant	0.00
02 Jul 2025	Direct debit	British Gas	11484512		12.79 Other Parks and Open Spaces	0.00
02 Jul 2025	Direct debit	BT	M110 71		504.00 General Administration	0.00
02 Jul 2025	Direct debit	Screwfix Direct Ltd	2004627606		68.57 Other Parks and Open Spaces	0.00
02 Jul 2025	Direct debit	Screwfix Direct Ltd	A21819712704		126.58 Other Parks and Open Spaces	0.00
02 Jul 2025	Direct debit	Screwfix Direct Ltd	2004295863		73.98 Other Parks and Open Spaces	0.00
04 Jul 2025	BACS	Steve Andrews Tyres Ltd	SA0000000063		60.00 Transport and Plant	0.00
04 Jul 2025	BACS	Parc Signs Ltd	47780		1,500.00 Town Centre Revitalisation Project	0.00
04 Jul 2025	BACS	Logical Cleaning Solutions	INV-8232		811.42 Stable Block/Pondhu House	0.00
04 Jul 2025	BACS	Volunteer 1			16.20 Library	0.00
04 Jul 2025	BACS	Flowbird Smart City UK Limited	UI00017836		1,125.65 Priory Car Park	0.00
04 Jul 2025	BACS	Objective/IT Services	3678		477.72 General Administration	0.00
04 Jul 2025	BACS	Driveline (GB) Ltd	H1125493		132.00 Civic Ceremonial	0.00
04 Jul 2025	BACS	Vincent Tractors Ltd	183028		158.29 Transport and Plant	0.00
04 Jul 2025	BACS	Logical Cleaning Solutions	INV-8191		1,221.74 Library	0.00
04 Jul 2025	BACS	D May & Son Ltd	54428		81.31 Other Parks and Open Spaces	0.00
04 Jul 2025	BACS	D May & Son Ltd	52910		75.00 Other Parks and Open Spaces	0.00
04 Jul 2025	BACS	D May & Son Ltd	19754		36.00 Other Parks and Open Spaces	0.00
04 Jul 2025	BACS	D May & Son Ltd	27343		12.60 Other Parks and Open Spaces	0.00
04 Jul 2025	BACS	D May & Son Ltd	53211		31.45 Other Parks and Open Spaces	0.00
04 Jul 2025	BACS	Garden Services (SW) Ltd	STAUSTELL/183		720.00 Other Parks and Open Spaces	0.00
04 Jul 2025	BACS	ITEC	1116700		98.80 General Administration	0.00

Town Regeneration and Investment Programme

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The **Town Regeneration and Investment Programme (TRIP)** is part of the delivery of the UK Shared Prosperity Fund in Cornwall and comes under the [Good Growth Programme](#).

The aim of TRIP is to regenerate towns and high streets across Cornwall. Grant funding between £2,500 - £500,000 is available for projects that can contribute to this aim and boost local business growth and productivity.



How to apply

Applications are now open for projects that can deliver by 31 December 2025.

[Apply for a TRIP grant](#) >

The deadline for applications is midnight 20th July 2025.

TRIP priorities

- 1. Focus on Town Centres:** Projects that help improve the social and economic life of a Cornish town, especially the town centre or high street. Proposal should also support the growth and productivity of local businesses.
- 2. High Street Revitalisation:** Projects that make a real difference to the high street or main business area of a town or large community in Cornwall. Projects should link to local plans like Neighbourhood Plans, Town Investment Plans, or local planning policies.
- 3. Tackling Local Challenges:** Proposals to address the specific economic challenges within a town. You can find useful information in [Cornwall Council's Town Vitality Index](#) and the national [Indices of Multiple Deprivation](#).
- 4. Support for Sectors:** Projects that help Cornwall's Distinctive sectors: Critical Minerals, Renewable Energy, Space, and Marine. TRIP also supports Core sectors: Visitor Economy, Creative Industries, and Agri-food.
- 5. Cornwall-Wide Coverage:** Support for projects in all towns across Cornwall. While aiming for a good spread across the region, the main focus will be on projects that show the biggest positive impact for their town, especially those that meet programme goals and respond to local needs.

Application information

Key information

- All projects must be complete by **31 December 2025**.
- Applicants must show that they have **match funding of at least 25%** of the total project cost. This can come from your own money, grants, or other sources.
- Any **legally registered organisation** that can receive funding can apply, such as a business, a group of businesses represented by one legally registered organisation, a Business Improvement District, a Local Authority.
- Proposals need to show wider positive **economic and regeneration impacts** beyond those for only a single business beneficiary.

Grant size

There are two tiers of grant available. The threshold depends on whether projects request revenue or capital costs.

Tier	Description	Minimum grant amount	Maximum grant amount
Revenue	Supporting feasibility, design and development activity.	£2,500	£100,000
Capital	Investment in works and relevant equipment or infrastructure.	£25,000	£500,000

Mandatory requirements

Before applying for funding from TRIP, you must have the following in place at the time of submission:

- Match funding secured and evidenced.
- Two years of financial accounts.
- Lease agreements and landlord permissions in place, where relevant
- Capital build projects should have statutory consents in place e.g. planning permission.
- Draft partnership agreements, if relevant.

Examples of activity that can be funded:

- Refurbishment of town centre buildings to increase business use.
- Retrofitting or installation of clean energy technologies, renewables and energy-efficiency adaptations
- Supporting adoption of other innovative technologies and practices.
- Collaboration activities between businesses and the development of new supply chains.
- Funding early-stage work, like research or planning studies, especially for future projects that create workspaces in towns.
- The following can also be supported if it helps the town and its businesses thrive:
 - Improving community spaces or public areas
 - Digital improvements
 - Heritage improvements.

TRIP will not fund:

- Business as usual activity and running costs, including general replacement, repairs and renewals to buildings.
- Salary costs.
- Projects that don't have approved planning permission, if required.
- Organisations who do not pay staff the Real Living Wage (or won't by their final claim).
- Projects that can't deliver by December 2025.
- Political or religious activities.
- Tax-funded projects, such as projects within the NHS or formal education.
- Projects that can't demonstrate financial sustainability after the funding.
- Projects with only in-kind match funding (not eligible).

Outputs and outcomes

Projects should achieve at least one of the following outputs or outcomes:

Output or outcome	Description
Output	Amount of commercial space created or improved (m2)
Output	Amount of public realm created or improved (m2)
Output	Number of low or zero carbon energy infrastructure installed
Output	Number of feasibility studies developed as a result of support

Outcome	Estimated carbon dioxide equivalent reductions as a result of support (tonnes CO2e)
Outcome	Number of enterprises engaged in new markets (numerical value)

There are a number of secondary outputs and outcomes that may also be considered. Applicants are advised to see if there are additional ones that can be achieved throughout delivery in addition to the ones above.

See the full list of output and outcomes including definitions and required evidence. >

It is important to note, projects will not be marked down if they are unable to deliver additional outputs and outcomes.

Scoring criteria

All applications will be scored using the following matrix:

Scoring criteria	Weighting
Deliverability within timescales.	30%
Business growth and town regeneration fit.	20%
Delivery of outputs, outcomes, investment priorities and Good Growth Principles.	20%
Contribution towards improving a towns vitality and addressing shortfalls identified by the Town Vitality Index or other locally identified priorities.	20%
Value for money (to consider match funding against total project cost).	10%

Any project scoring less than 60% overall will be recommended for rejection and projects will need to score a minimum of 50% in each of these areas.

Support

For further advice, or to request an informal discussion around project fit, contact the TRIP team using the details below.

Email: TRIP@cornwall.gov.uk

This project is funded by the UK government through the UK Shared Prosperity Fund. Cornwall Council is managing the delivery of the Shared Prosperity Fund on behalf of Cornwall and the Isles of Scilly.



Last Updated:

18/06/2025

Related Content

Town Regeneration and Investment Programme

[Cornwall and Isles of Scilly Good Growth Fund](#)

Need help?

Most issues can be resolved online, it's the quickest and most convenient way to get help.

Economic Development

