

St Austell Town Council



To: All Members of the Planning and Regeneration Committee

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

Dear Councillor

You are summoned to attend the **Planning and Regeneration Meeting** of **St Austell Town Council** to be held in **Chi Austel, White River Place, St Austell, Cornwall, PL25 5AZ** on **Monday 21st September 2026** at **6pm**.



David Pooley
Town Clerk

15th September 2026

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

AGENDA

- 1. Apologies for absence**
- 2. Declarations of Interest**

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

- 3. Dispensations**

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

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.

4. Minutes from Meeting dated 17th August 2026

**Pages
1 to 4**

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

5. Matters to Note

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

6. Public Participation

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

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

7. Planning Applications

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

The applications and their plans can be viewed on the Online Planning Register at www.cornwall.gov.uk

- i. **PA26/04587:** 68 Slades Road, St Austell, Cornwall, PL25 4HF.

Widening of driveway, new block paving and non-woven geotextile membrane

Ward: Poltair and Mount Charles

- ii. **PA26/05069**

137 Edgcumbe Green, St Austell, Cornwall, PL25 5EE.
Application for a Lawful Development Certificate for a proposed change of use of an existing detached domestic garage to a private therapy room for appointment only soft tissue therapy and oncology massage, including external building operations comprising replacement of the existing up-and-over garage door with white uPVC French doors incorporating a single glazed pane in each door leaf and formation of additional parking spaces.

Ward: Central and Gover

- iii. **PA26/05271**
16 Dobell Road, St Austell, Cornwall, PL25 4NB
Removal of existing wall to provide new parking area to existing dwelling.
Ward: Poltair and Mount Charles
- iv. **PA26/05272**
14 Dobell Road, St Austell, Cornwall, PL25 4NB
Removal of existing wall to provide new parking area to existing dwelling.
Ward: Poltair and Mount Charles
- v. **PA26/05439:** 1 Margaret Avenue, St Austell, Cornwall, PL25 4SH.
Proposed garage.
Ward: Central and Gover
- vi. **PA26/05444:** 29 Gowan Road, St Austell, Cornwall, PL25 3JP.
Construction of two-storey wrap-around rear and side extension.
Ward: Bethel and Holmbush
- vii. **PA26/05684:** 33 Sharaman Close, St Austell, Cornwall, PL25 3DH
Extension, reconfiguration and proposed garage with variation of condition 2 of decision notice PA21/10610 dated 06.01.2022
Ward: Bethel and Holmbush
- viii. **PA26/05685:** 3 Elm Terrace, St Austell, Cornwall, PL25 5QF.
Listed building consent to alter and extend the opening between the kitchen and dining room and to remove one downstairs toilet to change use of room to a utility area.
Ward: Central and Gover
- ix. **PA26/05872:** 24 Trevone Crescent, St Austell, Cornwall, PL25 5ED.
Works to trees subject to a Tree Preservation Order – T20 Turkey Oak to rear of property 2-3m reduction and T21 Turkey Oak to front of house, roadside tree, planned 3-4m reduction.
Ward: Central and Gover

- x. **PA26/05993:** 37 Polkyth Road, St Austell, Cornwall,
PL25 4LP.
Outbuilding used as an annexe
Ward: Poltair and Mount Charles

8. Planning Decisions

**Pages
5 to 6**

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

9. Cornwall Council – Urgent Delegated Planning Decisions

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

10. Premises Licence Applications

None received.

11. Planning Committee Reform and Draft Member and Local Council Protocols

**Pages
7 to 24**

(Purpose: To note the Cornwall Council update). (Attached).

12. Local Plan/Neighbourhood Priority Statement

**Pages
25 to 58**

(Purpose: To receive an update on the Cornwall Council Local Plan and the informal meeting of the Planning and Regeneration Committee on Monday 7th September 2026). (Report attached).

13. Dates of Meetings

(Purpose: To confirm the dates of the forthcoming meetings: Monday 26th October 2026 and 30th November 2026).

MINUTES of a MEETING of ST AUSTELL TOWN COUNCIL PLANNING AND REGENERATION COMMITTEE held on MONDAY 17th August 2026 in Chi Austel, White River Place, St Austell, Cornwall, PL25 5AZ at 6pm.

Present: Councillors: Brown (Chair), Gray, Hamilton, Lanxon, Preece, Stephens and Whitehouse.

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

P/26/47) Apologies for absence

Apologies for absence were received from Councillors: Bull, Lingham, Marshall and Thompson.

P/26/48) Declarations of Interest

None

P/26/49) Dispensations

None

P/26/50) Minutes of the meeting dated 20th July 2026

It was **RESOLVED** that the minutes of the meeting held on 20th July 2026 be approved and signed as a correct record.

P/26/51) Matters to note

Booze Bay

The Clerk advised that further to minute number **P/26/43**, Councillor Bull will represent the Town Council at the licensing hearing due to take place virtually on Wednesday 26th August 2026.

The Chair referred to the successful tender of the Mount Charles Social Club and thanked the Town Clerk for his hard work and skill. He advised that in due course the Planning and Regeneration Committee might be consulted on planning applications for the site and stressed the importance of the Town Council engaging with local residents. The Clerk advised that once the sale had gone through, he would like to invite all Councillors to view the building and invite local residents to an informal meeting with teas/coffees/biscuits to discuss the proposals and listen to any comments/concerns.

P/26/52) Public Participation

None.

P/26/53) Planning Applications

- i. **PA26/04182:** 172 Killyvarder Way, St Austell, Cornwall, PL25 3DL. Change existing garage flat roof to a pitched roof.

During discussion, Members noted that the property is attached to a sub station and felt it appropriate to ask the Planning Officer if the electricity board has been consulted on the proposal.

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

- ii. **PA26/04236:** 20 Cromwell Road, St Austell, Cornwall, PL25 4PS.
Construction of rear terrace, change of existing rear first floor flat roof to pitch roof and conversion of garage to self-contained annexe with associated fenestration changes and internal remodelling.

It was **RESOLVED** to make no objection to this application subject to it being ancillary to the host building.

- iii. **PA26/04312:** 2 Market Hill St Austell Cornwall PL25 5QA.
Replace the existing roof with a slate roof with variation of condition 2 of decision notice PA21/03041 dated 08.07.2021.

It was **RESOLVED** to make no objection to this application subject to compliance with the Historic Officer conditions.

- iv. **PA26/04391:** 5 Mount Charles Road St Austell Cornwall PL25 3LB.
Change of Use from Shop/Cafe/Bakery (Class E) to Hot Food Takeaway (Sui Generis).

The Clerk read out comments from Councillor Thompson and noted two public objections. During discussion the parking difficulties in the area were raised but Members welcomed the potential to bring an empty building back into use and the creation of jobs.

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

- v. **PA26/04615:** 20-26 Belmont Road St Austell Cornwall PL25 4UJ.
Proposed replacement of communal doors.

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

- vi. **PA26/04912:** 7 Trecarne Close, St Austell, Cornwall, PL25 3ET.
Extensions and alterations to dwelling.

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

- vii. **PA26/04945:** Land Adjacent To 8-11 Old Vicarage Place St Austell PL25 5YY.
Removal of the existing BT phone box to facilitate the installation of a new proposed global street hub with associated advertising screens on both sides of the unit.

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

- viii. **PA26/04946:** Land Adjacent To 8-11 Old Vicarage Place St Austell PL25 5YY.

Advertisement Consent for removal of the existing BT phone box to facilitate the installation of a new proposed global street hub with associated advertising screens on both sides of the unit.

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

- ix. **PA26/04951:** Land Adjacent To McDonalds Trevanion Road St Austell PL25 5BU.

Installation of a proposed new global street hub, including the associated display of advertisements on both sides of the unit.

It was **RESOLVED** to make no objection to this application subject to the Highways Officer being satisfied with the proposal, particularly in relation to the potential for the installation to be a distraction to drivers on a busy A road.

- x. **PA26/04952:** Land Adjacent To McDonalds Trevanion Road St Austell PL25 5BU.

Advertisement consent for the installation of 1No. BT Street Hub Unit and associated illuminated advertisement panels on either side of the unit.

It was **RESOLVED** to make no objection to this application subject to the Highways Officer being satisfied with the proposal, particularly in relation to the potential for the installation to be a distraction to drivers on a busy A road.

- xi. **PA26/05327:** 5 Lostwood Road, St Austell, Cornwall, PL25 4JN.
Formation of vehicular access drive.

It was **RESOLVED** to object to this application unless the Forestry Officer is happy with the proposal.

- xii. **PA26/00003/NDP:** Pentewan Valley Cornwall
Pentewan Valley Neighbourhood Development Plan

Members commended Pentewan Valley Parish Council on the production of their Neighbourhood Development Plan. It was suggested that the need for improvements to the Menagwins water treatment plant should be stressed more strongly in the document to future proof the sewage system for more homes in the future.

P/26/54) Planning Decisions

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

P/26/55) Cornwall Council – Urgent Delegated Planning Decisions

The Clerk advised that correspondence has been received from Cornwall Council's Enforcement Team to advise that they have investigated an alleged breach of conditions 7 & 8 of Planning Application PA22/09153 (outline application) and following a site visit and discussion with the landowner have concluded that no breach of planning conditions has been identified. The case has been closed.

Councillor Brown expressed his disappointment with the Enforcement Officer's view that the land has been worked on for maintenance purposes and not clearance works which does not trigger a breach of conditions. He added that the work had been carried out during bird nesting season which is a serious offence.

It was **RESOLVED** to note the Enforcement Officer's decision.

P/26/56) Premises Licence Applications

None

P/26/57) Local Plan

The Chair advised that the Vice-Chair and himself had met with Mark Mitchley, Senior Projects Officer that morning to discuss the Neighbourhood Priority Statement (NPS) for the Parish and had agreed that it would be appropriate to convene an informal meeting of the Planning and Regeneration Committee on Monday 7th September 2026, 6pm at The Stable Block. He advised that Mr Mitchley will provide a presentation on what is known to date and the work he has done so far.

The Chair added that Cornwall Council is due to present a Local Plan Scoping Study to Cabinet in September and a consultation on the Scoping document is due to take place between 5th October 2026 and 16 November 2026 and that it would be helpful to obtain the Planning and Regeneration Committee's views at its meeting on 26th October.

The Clerk **AGREED** to bring a report on Cornwall Council's Local Plan Scoping Study to the Planning and Regeneration Committee in October to discuss and agree comments to be made to Cornwall Council.

During discussion, it was noted that the Helston NPS is not yet available and might not be available before the informal meeting on 7th September. The Clerk added that it has become clear from Cornwall Council that an NPS statement is not just about planning and should include what the Council would like to see for the Parish when funding is available eg: jobs, improvements, infrastructure. The document when completed should be approximately 15 pages and there should be at least two public consultations, 1 early in the process and 1 towards the end of the process.

P/26/58) Dates of Meetings

It was noted that the date of the next meeting of the Planning and Regeneration Committee is Monday 21st September 2026.

The meeting closed at 6.57pm.

ST AUSTELL TOWN COUNCIL

PLANNING AND REGENERATION COMMITTEE

21st SEPTEMBER 2026

LOCAL PLANNING AUTHORITY DECISIONS

1. PURPOSE OF REPORT

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

2. LEGAL AND RISK MANAGEMENT ISSUES

None directly.

3. EQUALITIES ISSUES

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

4. RESOURCE ISSUES

None outside of existing budgets.

5. ENVIRONMENTAL CONSIDERATIONS

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

6. RECOMMENDATIONS

It is recommended that Councillors note the decisions made.

Decisions Made

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

DAVID POOLEY
TOWN CLERK

PA26/04235**Granted (CAADs, PIPs and LUs only)**

Applicant: Simon Rix
Location: Land South Of Hill House Farm St Austell Cornwall PL25 5AG.
Proposal: Application for Permission in Principle for the construction of up to 1 dwelling (minimum of 1, maximum of 1)

Town Council Response: Resolved to make no objection

PA26/02202**APPROVED**

Applicant: Mr and Mrs Spargo
Location: 63 Edgcumbe Green St Austell Cornwall PL25 5EE.
Proposal: Re-position bedrooms, extend for new lounge and alter porch.

Town Council Response: Resolved to make no objection

PA26/04157**APPROVED**

Applicant: Mr and Mrs Christopher and Zona Maun
Location: Land North Of 32 Brockstone Road Brockstone Road Boscoppa Cornwall St Austell PL25 3DW.
Proposal: 'Creation of new access, proposed dwelling and associated works' with variation of Condition(s) 11 of decision notice PA23/01424, dated 08/08/2023.

Town Council Response: Resolved to make no objection



Planning Committee Reform and Draft Member and Local Council Protocols

Context

- Government wants to deliver 1.5 million new homes this Parliament, around 300,000 homes a year.
- Cornwall's annual housing target has increased to 4,400 homes, a 68% rise.
- Cornwall has historically delivered around 2,600 to 2,700 homes a year.
- In 2024/25, delivery was 2,232 homes.
- Around 25,000 households are registered on Homechoice.
- Around 800 to 900 households are in temporary or emergency accommodation.
- Government is using a range of measures to boost housing delivery, including higher targets, planning reforms and increased investment.
- However, national ambitions rely on decisions being made locally, and planning committees are one of the most visible parts of that system.

What is changing?

- 1) National scheme of delegation
 - 2) Committee capped at 13 members (our committees already have 11 members)
- Introduced through new regulations under the Planning and Infrastructure Act 2025

Aim: faster decisions, clearer roles, and more consistent outcomes

Changes affect:

- what comes to committee
- how referrals work

National scheme of delegation

Schedule 1 – Officer Decisions Only

- Applications that **must always be decided by officers**

Schedule 2 – Usually Officer Decisions

- Applications that **may go to committee**, but only if the gateway test is met
- Except ‘**own interest**’ applications – by Cornwall Council, member or officer or entity owned or controlled (wholly or partly) - applications **may go to committee**, no need to have regard to gateway test

Implementation date: 31 October 2026

Schedule 1: What Will not go to Committee

Schedule 1 applications (always delegated)

Includes:

- Householder applications
- Minor residential development (1–9 homes on small sites/less than 0.5 hectares)
- Minor commercial development
- Permissions in Principle
- Discharge of conditions
- Non-material amendments
- Certificates of lawful development
- Reserved matters (unless outline over 500 dwellings or 50,000 square metres of floorspace)

Important:

Even if there is public interest or objection, **Schedule 1 applications cannot go to committee.**

Schedule 2: What may go to committee?

Schedule 2 applications

Includes:

- Major planning applications
- Reserved matters which relate to large outline permission
- Listed building consent and related planning applications*
- Tree preservation order consents*
- Advertisement consent*
- Applications not listed in schedule 1
- Own interest applications

 These applications are **delegated by default**
→ Committee involvement is **exceptional, not automatic**

*Current arrangements are that only major or minor applications are referred to committee. Whilst these are listed in schedule 2, we are intending to keep existing arrangements of referring major or minor applications only.

The gateway test (Schedule 2 only)

How does an application get to committee?

A Schedule 2 application can only be referred to committee if:

- It raises one or more **issues of economic, social or environmental significance**,
or
- It raises one or more **significant planning matters** having regard to the development plan and any other material planning considerations

And both:

- the **Chief Planning Officer**, and
- the **Committee Chair** agree referral is justified

Gateway test does not apply to 'own interest' applications

National Guidance on the gateway test

What is unlikely to be a 'significant planning matter having regard to the development plan and any other material considerations'?

- if an application broadly complies with a detailed site allocation and other local and national policy unless new material considerations are raised by the application
- where a statutory consultee considers a scheme has been amended to make it acceptable (unless the nominated officer has compelling reasons to consider otherwise)

An example of 'economic, social or environmental issue of significance to the local area'?

- An outline application for an allocated large multi-phase residential development

Impact on Our Committees

Planning committees - List of applications for last 12 months (period 8 April 2025 – 8 April 2026)

Summary by planning committee

Planning committee	Total number referred	Schedule 2 or linked apps that could go to committee	Number of cancelled meetings
Central	20	11	5
West	31	11	4
East	13	8	7
Strategic	12	11	4
Totals	76	41	20

Approximately 46% of applications previously heard by committee would now fall within Schedule 1 and would not be able to go to committee

Impact on South East Cornwall CAP

- In the period 1 June 2023 to 1 June 2026, 27 planning applications were referred to committee.
- 13 of these were applications that would now fall into Schedule 1 (48% of applications referred).
- Local Council/Member Protocols need to be amended to address the changes.

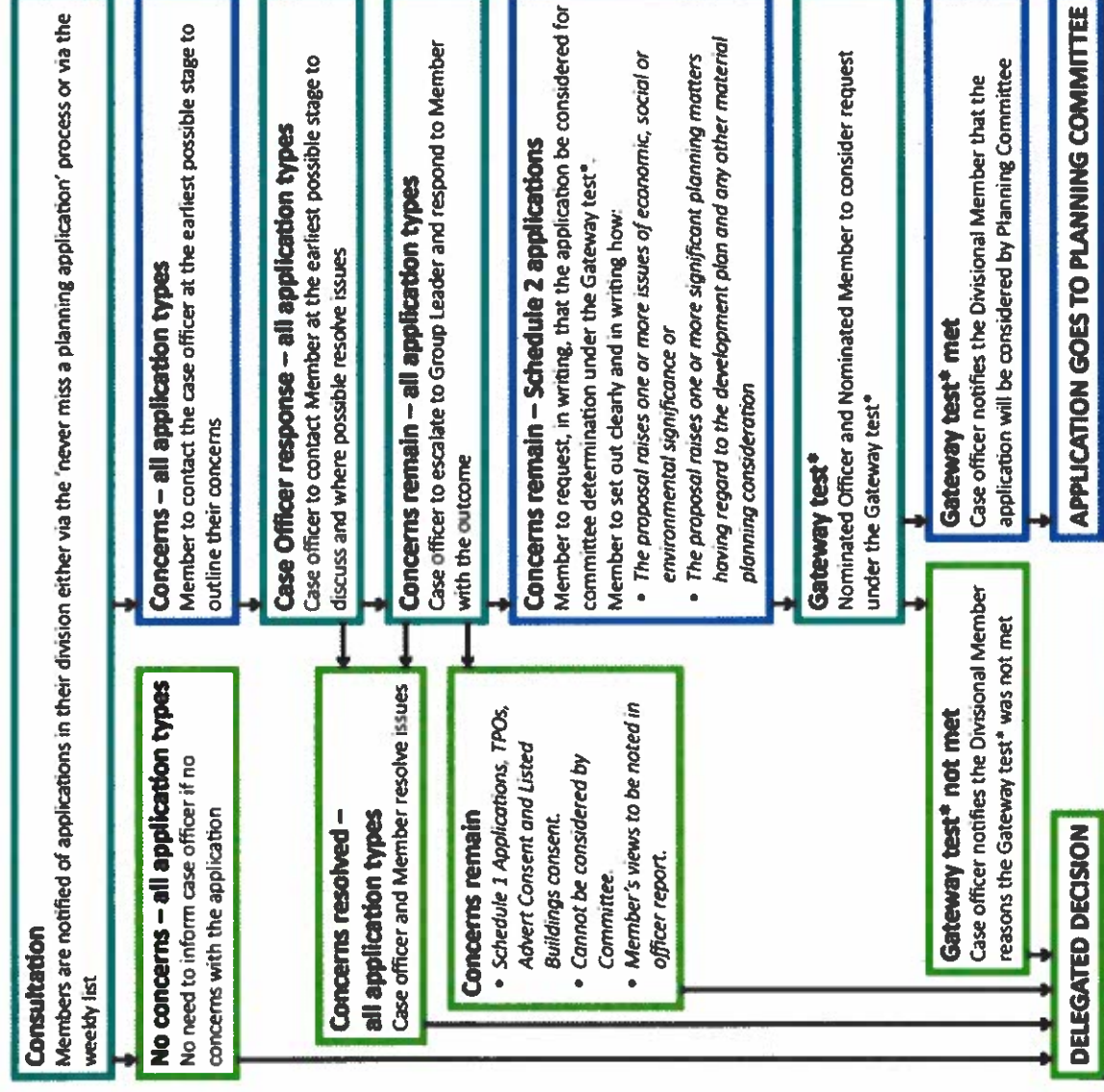
Measure	Total	% of Total Decisions
Total Decisions	2,121	100.0%
Total Schedule 1 Applications	325	15.3%
Went to Committee	27	1.3%
Schedule 1 Applications that went to Committee	13	0.6%

What next

- The new regulations come into force on 31 October.
- As these are national requirements, we need to update the Council's Constitution accordingly.
- Importantly, this does not change how we consult parish and town councils on planning applications.
- We will continue to encourage early discussion between officers, clerks and local councils.
- We've heard clearly that the current 5-day notice process is valued.
- Our proposed protocols retain a similar review mechanism involving local members and planning leadership.
- We're now seeking your feedback on those proposals.

Protocol for Members DRAFT

Post national scheme of delegation

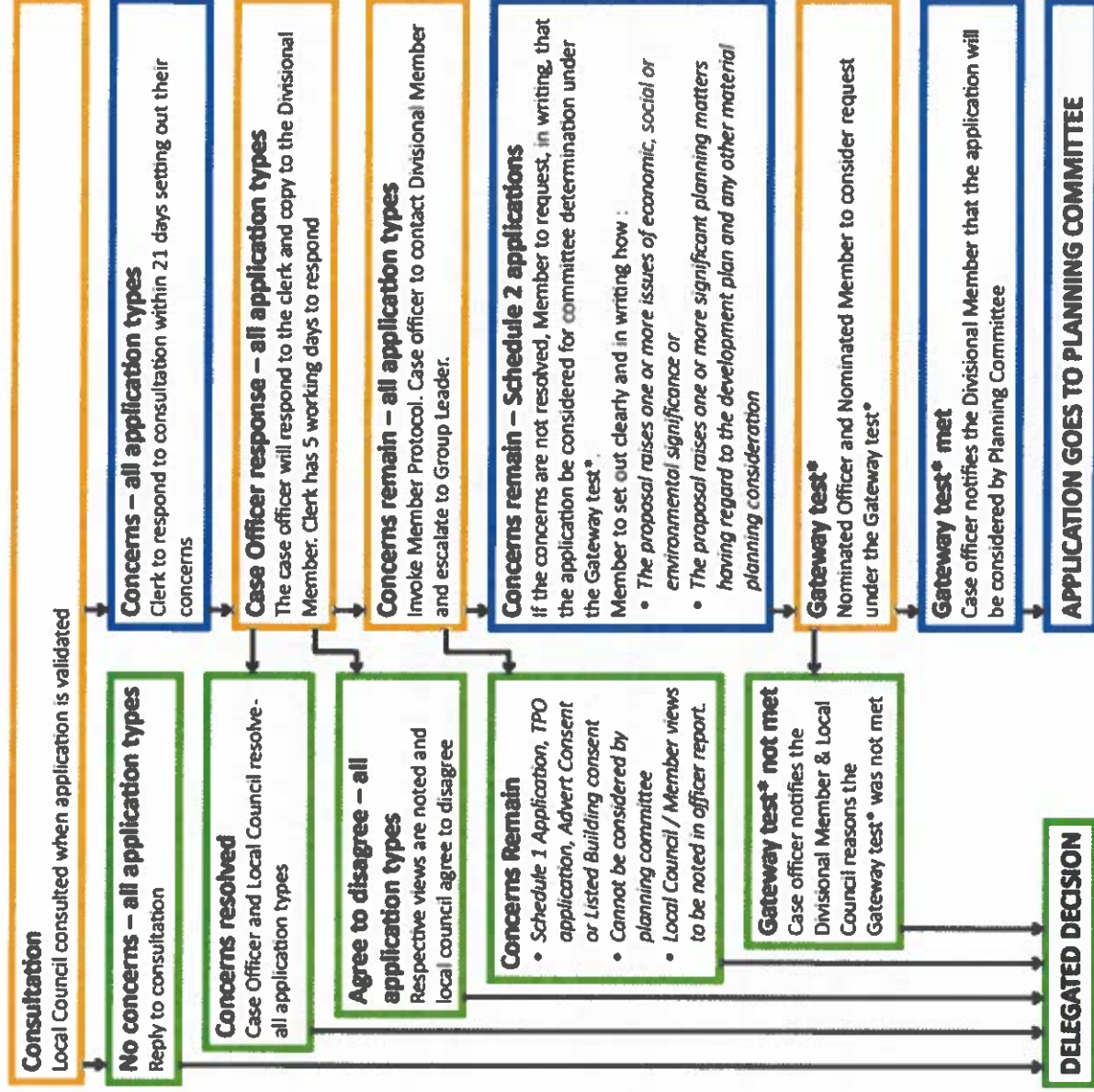


Protocol for Local Councils DRAFT

one and all - cornwall

Information Classification: PUBLIC

Post national scheme of delegation



*'Own-interest' applications are not subject to the gateway test.

Links between protocols and policy making

- Policies are the hooks we use to make decisions
 - To limit the things we don't want
 - To support the things we do
 - To mitigate the things we have to facilitate but which have impacts
- The new Local Plan has to be single document rather than the library of documents we are used to and which to date included NDPs in their own right
- NDPs will gradually get overtaken by national policy and the new Local Plan; it won't be overnight but their weight will decline as they get older
- However, we want to find a way to collate specific priorities in each parish that wishes to be involved to ensure that the new Local Plan is locally informed

Neighbourhood Priorities Statements

Creation of an NPS is much lighter touch than an NDP, is templated, supported, and will feed directly into preparation of Local Plan.

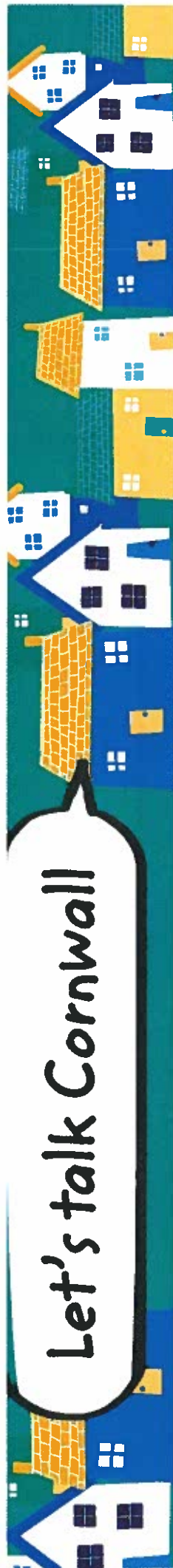
The information in an NPS will help us to:

- support emerging policies
- to clarify or amend emerging policies
- Identify common issues and evidence where a new policy might be needed
- identify site specific issues that need to be taken in to account in allocations;
- to flag local infrastructure needs

They **cannot** allocate sites or zone land to prevent allocations.

Our website has information to support the preparation of NPS. If you need help, please contact neighbourhoodplanning@cornwall.gov.uk

How to let us know your views



Home / Planning / Planning Protocol Review and Future Engagement

Planning Protocol Review and Future Engagement



Cornwall Council is reviewing its protocols for engagement between Elected Members, parish and town councils, and planning officers following the introduction of national planning reforms and the new National Scheme of Delegation. The revised protocols set out how we will work together on planning matters, seek to resolve differences, and how applications will be referred to Planning Committee.

We would like your views on the proposed protocols and on how you would like to be engaged on planning matters in future. Your feedback will help us refine the protocols and shape future communication and engagement arrangements with Elected Members and local councils.

The survey should take no more than 5 minutes to complete.

Thank you for taking the time to share your views.

[SURVEY](#)

Planning Protocol Review and Future Engagement Survey

[Take Survey](#)



Planning Protocol Review and Future Engagement Survey

All fields marked with an asterisk (*) are required

1. Are you responding as: *

☐ Elected Member

☐ Parish or Town Council representative

2. How has your experience been using the existing protocols? *

☐ Always positive

☐ Usually positive

☐ Neutral

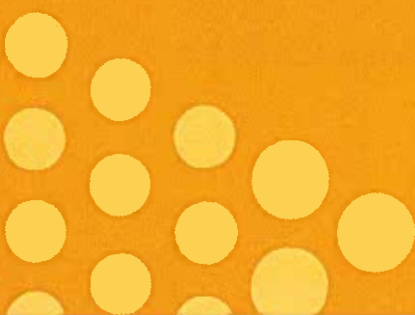
☐ Usually negative

☐ Always negative

3. Optional: Please explain the reasons for your response to question 2

Maximum 255 characters

0/255



Meur ras Thank you

If you have any questions or
comments

positiveplanning@cornwall.gov.uk

ST AUSTELL TOWN COUNCIL

PLANNING AND REGENERATION COMMITTEE

21st SEPTEMBER 2026

LOCAL PLAN AND NEIGHBOURHOOD PRIORITY STATEMENT

1. PURPOSE OF REPORT

To receive an update on the Cornwall Council Local Plan and the informal meeting of the Planning and Regeneration Committee on Monday 7th September 2026.

2. LEGAL AND RISK MANAGEMENT ISSUES

Legislation governing the Cornwall Local Plan falls under the Town and Country Planning (Local Planning) (England) Regulations 2026 and the Planning and Compulsory Purchase Act 2004.

Legislation for the production of a Neighbourhood Priority Statement (NPS) was introduced through the Levelling up and Regeneration Act 2023. Neighbourhood Priority Statements will help shape Cornwall Council's Local Plan, but they are not legally binding in planning considerations.

3. EQUALITIES ISSUES

Equalities issues will be considered during the production of the Neighbourhood Priority Statement (NPS).

4. RESOURCE ISSUES

The Town Council has set aside a budget for consultancy support if required.

5. ENVIRONMENTAL CONSIDERATIONS

Environmental issues will be considered during the production of the NPS.

6. RECOMMENDATIONS

It is recommended that Members:

1. Note the update on the Cornwall Council Local Plan;
 2. Agree invitees to the Cornwall Council Local Plan Workshop planned for 1st December 2026;
 3. Note the notes from the informal Planning and Regeneration Committee meeting on Monday 7th September 2026;
 4. Consider forming a Neighbourhood Priority Statement Steering Group.
-

Cornwall Local Plan 2050

Cornwall Council is in the early preparation stage of developing the new Local Plan which includes scoping works, evidence gathering and local engagement.

The plan will:

- Cover the whole area of Cornwall;
- Help shape the future of Cornwall and provide the framework for managing development;
- Support sustainable communities and tackle climate change;
- Protect natural and historic environment;
- Deliver the homes, jobs and infrastructure needed for the future.

A Local Plan Scoping Study is due to be considered by Cornwall Council's Cabinet in September and a consultation on the Scoping document will take place between 9th October 2026 and 15th November 2026.

Local Plan Workshops across Cornwall are due to commence shortly with St Austell's Workshop scheduled to take place in December.

Cornwall Council Local Plan Workshop

Cornwall Council has confirmed that the St Austell Local Plan Workshop is due to take place on the 1st December 2026 and has asked that the Town Council submits a list of suggested invitees within the parameters outlined.

An explanatory e-mail and an invitee template is attached at Appendix 1 for Members' consideration.

It is recommended that Members agree a list of suggested invitees to the St Austell Local Plan Workshop.

Neighbourhood Priority Statements

A Neighbourhood Priority Statement (NPS) is a document produced by a local Council to set out their area's priorities for growth, change and investments. Neighbourhood Priority Statements replace neighbourhood plans and will feed into Cornwall Council's Local Plan.

Neighbourhood Priority Statement for the Parish of St Austell

The Planning and Regeneration Committee at its meeting on 18th May 2026 resolved that an application to designate a Neighbourhood Area for the purposes of producing a Neighbourhood Priority Statement (NPS) should be submitted to Cornwall Council. The area identified being the entire area of St Austell Parish. (Appendix 2).

On the 6th July 2026, Cornwall Council approved the designation of the Parish of St Austell as a Neighbourhood Area (Appendix 3).

Planning and Regeneration Committee – Informal Meeting

The Planning and Regeneration Committee met on an informal basis on Monday 7th September and was provided with a presentation from the Senior Projects Officer on what is known so far about the production of a Neighbourhood Priority Statement. In addition, the Chair asked Members a series of questions pertaining to the development of an NPS.

The notes from this meeting are attached at Appendix 4.

Neighbourhood Priority Statement Steering Group

At the informal meeting, Members suggested that an NPS Steering Group should be formed comprising a core group of 5 Councillors from the Planning and Regeneration Committee. In addition, Members felt that ad hoc specialists should be invited from time to time on a task and finish basis to provide specialist knowledge and advice.

A Neighbourhood Priority Statement Project Planner is attached at Appendix 5 to provide Members with a framework of the process that is required to produce a NPS.

It is recommended that Members consider forming an NPS Steering Group on the basis suggested at the informal meeting.

SARA GWILLIAMS
DEPUTY TOWN CLERK

Sara Gwilliams

From: Colleen OSullivan <Colleen.OSullivan@cornwall.gov.uk>
Sent: 19 August 2026 14:45
To: Mark Mitchley; David Pooley
Cc: Sarah Scoltock
Subject: FW: Camborne, Pool, Redruth Local Plan workshop
Attachments: Suggested Stakeholders Note.docx

Information Classification: PUBLIC

Dear David and Mark,

As you know, we have a Local Plan workshop planned for St Austell on 1 December at the Quaker Rooms (this will have been booked by Sian Lovie from Creative Kernow). We want to ensure that we give stakeholders plenty of time to respond to an invitation to attend and so we want to send invitations out over the next few weeks.

Could you please complete the attached table and tell us who you would like to invite - please complete the list with the names and contact details (email) of local stakeholders that could provide valuable input to the process.

We want around 25 attendees at each workshop but please include more names than this so that we can invite alternatives if some invitees are unable to attend. If you could make sure that the most important attendees are towards the top of the list, that will ensure that they are prioritised – we will move down the list if spaces become available.

It would be helpful if you could co-ordinate a list but if that's not possible, please send separate lists to me.

Note that we have a separate workshop with St Blazey, Par and Fowey so no need to invite representatives from those town / parish councils to this one.

Please return it to me by 1 October.

Kind regards,
Colleen

**Colleen O'Sullivan / Senior Project Lead
Cornwall Council / Planning and Housing**

colleen.osullivan@cornwall.gov.uk | 📞 01872 322222 ask for Colleen OSullivan
www.cornwall.gov.uk

Please let us know if you need any particular assistance from us such as facilities to help with mobility, vision or hearing, or information in a different format.

“To keep up to date with changes in the Planning & Sustainable Development Service, please check “What’s new in Planning” on the cornwall.gov.uk website.”

Please consider the environment. Do you really need to print this email?

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Community Engagement Events for the Cornwall Local Plan 2050

As part of the ongoing Local Plan process, we are undertaking a further programme of workshops with Town and Parish Councils. These workshops have been designed in response to requests for continued engagement and will enable us to develop a more detailed understanding of local priorities, issues and opportunities. Your experience and knowledge of the area are invaluable and will help ensure that the Local Plan reflects the needs and aspirations of local communities.

Creative Kernow will run the workshops, supported by the Local Plan Team. The workshops will be community-led conversations, using local knowledge and experience.

What are the workshops seeking to achieve?

We want to build on the insights gathered to date and to facilitate more in-depth, place-specific discussions. These conversations will explore your priorities and what you see as opportunities, and constraints for development within your local area. While the focus will be on larger settlements, we recognise that, in many cases, it will be beneficial to include adjoining parishes. Towns are encouraged to engage with adjoining parishes, especially where growth may affect or be within them.

Cornwall Council is working closely with different teams across the organisation as part of preparing the Local Plan. This helps specialist staff provide advice and evidence to support assessments and decision-making. We are also speaking with a range of key organisations, including utility companies, public health services, the police, housing associations and developers. We are not inviting these organisations, or large numbers of Council specialists such as affordable housing, environmental or heritage officers, to this event because we want to focus on hearing local views, knowledge and experiences from people in the community.

If there is a specific reason why representation from a particular Cornwall Council team or other organisation would be beneficial to the discussion, please include this in the suggested invitee list below and provide a brief explanation of how their involvement would add value to the workshop.

To support productive discussions, we are limiting attendance at each workshop to around 25 stakeholders, although workshops covering more than one town or settlement area may be slightly larger.

Suggested Invitees

Please complete the table below with the contact details of any stakeholders you would like to invite to the workshop, excluding those that Cornwall Council will be inviting directly.

Cornwall Council will coordinate the invitation process and manage attendance. To help us ensure the most appropriate people to attend, please list stakeholders in priority order, placing those whose participation would be most valuable at the top of the list. Invitations will be issued on this basis, with additional stakeholders invited if places become available. We have made some suggestions about the types of individual or organisation that you might want to include but please feel free to add whoever you feel would be most useful.

	Stakeholder type	Name / organisation / contact details	Specific role / local knowledge / reason for inclusion
Standard Invitees			
1	Town Council		Maximum of 5 town councillors / clerks from the main town with good knowledge of local issues and ambitions.
2	Town Council		
3	Town Council		
4	Town Council		
5	Town Council		
6	Neighbouring town or parish councils		Maximum of 2 representatives per parish. Only parishes that might be directly impacted by growth in the main town should be included; for example where they contain key infrastructure or current or potential development which is beyond the formal town or parish boundary (for example, the neighbouring parish of Treverbyn has delivered some of the growth associated with the St Austell urban area)
7	Cornwall Councillors		Cornwall Councillors with an electoral division covered by the main town. Identified and invited directly by CC.
8	Town Team / BID Team		Expertise on issues relating to the local economy, town centre issues. Max 2.
9	CC development management officer		Invited directly by CC from the officers that cover the area
10	CORMAC representative		Local issues around maintenance of green space, roads etc. Invited directly by CC from the officers that cover the area
11	Community Link Officer for CAP		Invited directly by CC from the officers that cover the area
Local interest groups and other stakeholders – to be suggested by the lead town council(s)			

12	Local youth organisations		
13	Local older residents organisations		
14	Voluntary organisations		
15	Key Local Businesses or business organisations		
16	National Landscape if there is significant NL coverage		
17	Other local stakeholders and interest groups		
18	Key local landowners		
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Suggested text for invites

This email will be sent by Cornwall Council to all invited participants:

Invitation to Community Workshop for [Place]

Dear [Name],

I am writing to invite you to a community workshop for [Place], taking place on [date] from [time] at [venue].

You have been identified by [Place] Town Council as someone who can bring valuable local knowledge, experience and insight to discussions about the future of the area. We would be delighted if you could join us.

The workshop forms part of the preparation of Cornwall Council's new Local Plan. It is one of a series of place-based workshops being held across Cornwall to explore local priorities, opportunities and challenges, and to help shape future planning policies.

This event builds on an earlier phase of engagement delivered by Creative Kernow and Cornwall Council between September 2025 and February 2026. During this period, 24 facilitated community drop-in sessions were held across Cornwall, involving more than 770 participants, including residents, community organisations, Town and Parish Councillors, and other local stakeholders.

The next stage of engagement focuses on deeper, place-specific conversations about the future of our towns and communities. These discussions will help identify priorities for growth and development, as well as the constraints and opportunities that should be considered when planning for the future. While the workshops focus on larger settlements, we recognise that neighbouring parishes may also have an important role to play in shaping these conversations.

The outcomes of the workshop will help inform the place-specific policies within the Local Plan and may also contribute to the development of local **Neighbourhood Priority Statements (NPSs)**.

We hope you will be able to join us. Please confirm your attendance by replying to this email. As places are limited, if you are unable to attend, please let us know so that your place can be offered to another participant.

We look forward to hearing your views and working together to help shape the future of [Place].

Kind regards,

Neighbourhood Planning

Cornwall Council Planning Preparing a Neighbourhood Priorities Statement

Designation Letter

BY EMAIL

Cornwall Council Planning
neighbourhoodplanning@cornwall.gov.uk

Date 22nd May 2026

Dear Sir/Madam

Application for the designation of a Neighbourhood Area for the purpose of producing a Neighbourhood Priorities Statement in accordance with Schedule 7 15K of the Levelling Up and Regeneration Act 2023 and paragraph 61G of the Town and Country Planning Act.

St Austell Town Council give notice that we wish to make an application to designate a Neighbourhood Area for the purposes of producing a Neighbourhood Priorities Statement.

Please find attached a map identifying the area to which the application relates, being the entire area of **St Austell** Parish.

This area is considered appropriate to be designated as a neighbourhood area for the following reasons:

- The Parish/Town Council resolved to develop a neighbourhood priorities statement for the neighbourhood area at a council meeting on **18th May 2026**.
- We consider that the whole of the parish of **St Austell**, is the most appropriate area to be covered by the neighbourhood priorities statement

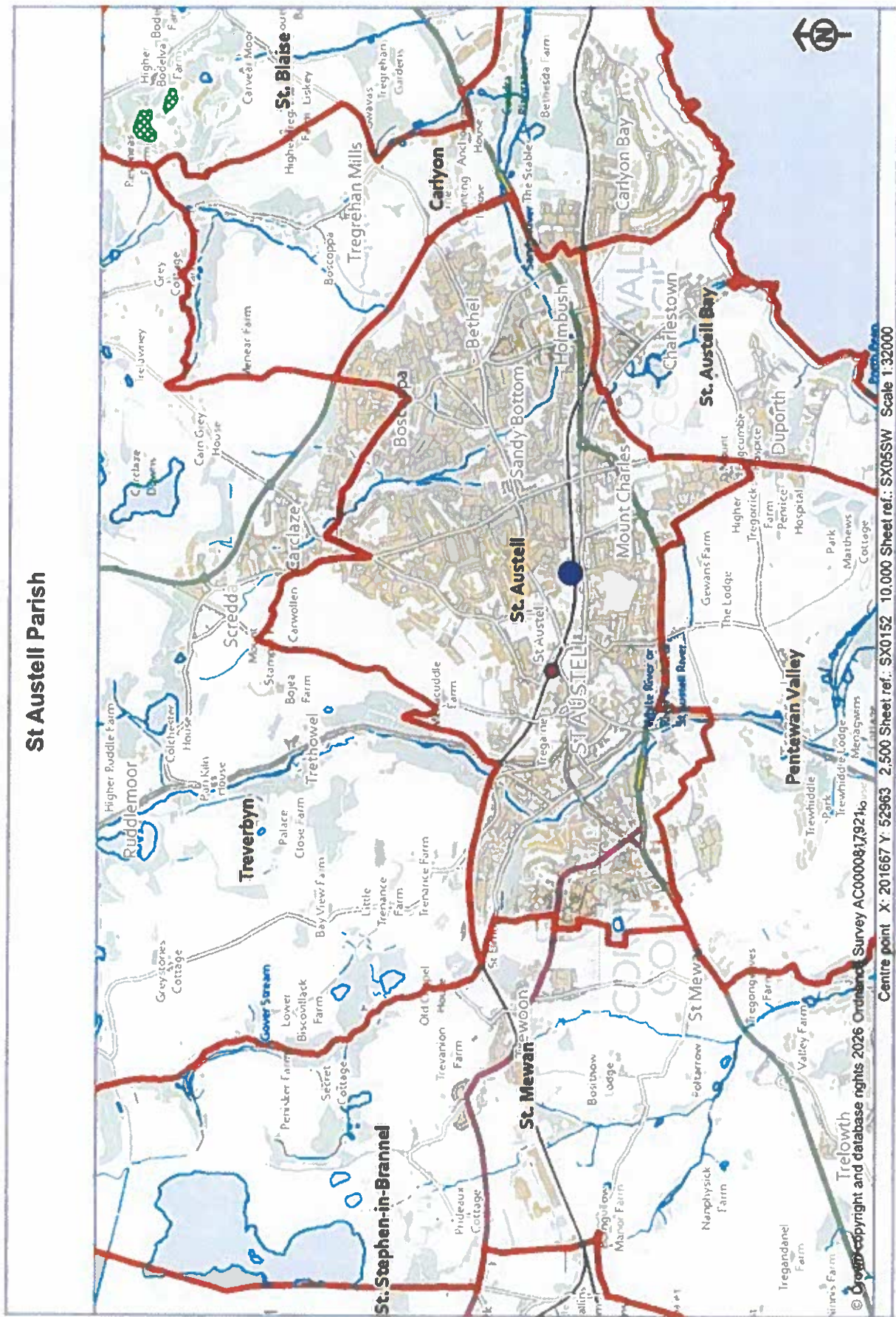
St Austell Town Council is the relevant body for the purposes of section 61G of the 1990 Town and Country Planning Act being the parish council for the entire area applied for.

Yours faithfully



David Pooley FCPFA
Town Clerk

St Austell Parish



Cornwall Council

**Correspondence Address: Neighbourhood Planning Service, PO Box 676,
Threemilestone, Truro, TR1 9EQ**
Email: neighbourhoodplanning@cornwall.gov.uk
Tel: 0300 1234 151
Web: www.cornwall.gov.uk



Applicant:

Mr David Pooley FCPFA
St Austell Town Council
The Stable Block
Pondhu House
Penwinnick Road
St Austell
PL25 5DP

**Schedule 7 of the Levelling Up and Regeneration Act 2023 and paragraph 61G of the
Town and Country Planning Act 1990 (as amended) and Neighbourhood Planning
(General) Regulations 2012 (as amended).**

Designation of a Neighbourhood Area

CORNWALL COUNCIL, being the Local Planning Authority, **HEREBY APPROVES**, the
designation of a Neighbourhood Area to be used for the creation of a Neighbourhood Priorities
Statement as set out in the following application received on 22 May 2026 and accompanying
plan(s):

Proposal:

The designation of the Parish of St Austell as a
Neighbourhood Area

St Austell Town Council

DATED: 6 / 7 / 26

Louise Wood - Service Director Planning and
Housing

REFERRED TO IN CONSIDERATION OF THIS APPLICATION:

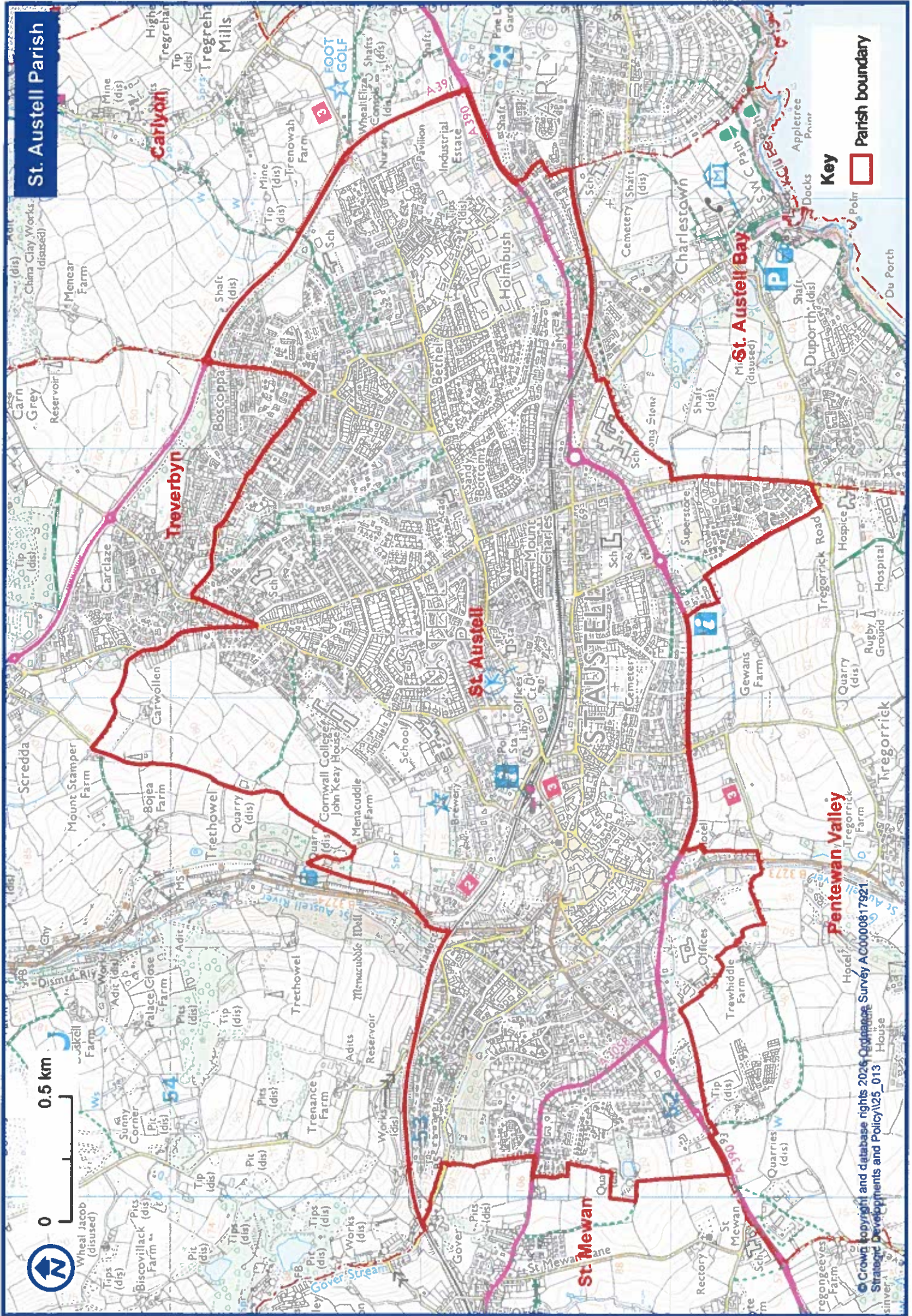
The Cornwall Council has considered the proposed Designation of the Neighbourhood Area and finds that:

- The area proposed is appropriate to be designated as a Neighbourhood Area;
- The Parish Council is a relevant body for the purposes of Section 61G of the 1990 Act; and

It is therefore considered that the Designation of the Neighbourhood Area should be approved.

DATED: 6 / 7 / 2 6

Louise Wood - Service Director Planning and
Housing



St Austell Town Council



Meeting: Planning and Regeneration Committee - Informal Meeting
Date: Monday 7th September 2026, 6pm
Venue: Stable Block, Pondhu House, Penwinnick Road, St Austell

Present

Councillors: Brown (Chair), Bull, Gray, Lanxon, Marshall and Stephens

In attendance

Mark Mitchley – Senior Projects Officer
Sara Gwilliams – Deputy Town Clerk

Welcome

Councillor Brown welcomed everyone to the informal meeting of the Planning and Regeneration Committee, explained the format of the meeting and asked for any apologies received.

The Deputy Town Clerk advised that Councillors Thompson, Lingham and Whitehouse had tendered their apologies.

Councillor Brown introduced Mr Mitchley and Mr Mitchley provided an update on Neighbourhood Priorities Statements as follows.

What is a Neighbourhood Priority Statement (NPS)?

Mr Mitchley advised that an NPS is a document produced by a local Council to set out their area's priorities for growth, change and investments. Neighbourhood Priority Statements replace neighbourhood plans and should be approximately 15 pages long, plus any appendices. The document must have one appendix detailing the consultation undertaken, one at the beginning of the process and one at the end.

What will they be used for?

Once complete the plans should demonstrate:

- What matters most in the parish
- How the development could benefit existing residents
- Where growth is appropriate/inappropriate
- Guide funding applications for infrastructure improvements

The NPS will feed into Cornwall Council's Local Plan.

Cornwall Council's Local Plan

The Neighbourhood Priority Statements will assist with the consideration of planning applications, protect the environment, heritage and landscapes, support economic growth, infrastructure delivery and ensure development contributes to climate and biodiversity gain.

Clear messages so far

- An NPS will feed into Cornwall Council's Local plan. Cornwall Council's plan can override Neighbourhood Priority Statements in terms of planning decisions.
- Cornwall Council needs to build lots of homes quickly and the production of NPS's will make this easier for them
- Planning is going to change significantly

What we need to do

The Town Council resolved to start the NPS process and agreed its current boundaries as its focus in May 2026, and Cornwall Council has given the Town Council the designation which means the process can be started. The process has to demonstrate that businesses and the local community have been consulted on what they would like to see in terms of development, infrastructure and improvement.

Consultation

This is the largest piece of work in the process as it needs to be carried out twice. Once before the plan is written to find out what the community want and after the plan has been written so the community can assess if their views have been captured accurately.

The Survey

Cornwall Council has created a template survey and they have agreed to carry out the data analysis with the results. There are a number of standard questions but additional local questions relevant to our area can be added.

What do we need to put in the plan?

- Social, economic and environmental evidence
- An analysis of the Parish's strengths and weaknesses
- Vision and objectives for future planning
- A statement that reflects local views

What format will it take

- 1-2 page summary of the parish today
- 1 page on the priorities
- 1 page key diagram with the priorities shown visually

- ½ page on key data showing key facts and figures
- ½ page vision showing how we want the town to look in 2050
- 3-4 pages on objectives and issues surrounding them
- ½ page summary on community engagement

Cornwall Council stress that plans:

“Cannot allocate land or prevent allocations – but they can provide context about constraints and preferences which will be taken into account as we consider where new homes and other development should go”

The reality so far

1. The planning part within the NPS may or may not be included in Cornwall Council’s Local Plan;
2. Cornwall Council has pledged to show where they have considered the NPS statement and may go through it with us when writing their own plan;
3. When the Local Plan has been approved, all planning decisions will be based on this regardless of what was in our NPS;
4. Funding for local projects will be based on what evidence is contained within the NPS;
5. Where economic development to premises is required these will receive greater support from Cornwall’s plan;
6. Cornwall Council has not written any design principles yet. If our NPS conflicts with what Cornwall Council approve, Cornwall Council’s principles will take precedence.

Next Steps

1. Look at the project planner document
2. Decide what we want to do next
3. Decide who to involve

Councillor Brown thanked Mr Mitchley for his presentation.

Councillor Brown advised Members that he had attended the Cornwall Council Planning Partnership recently where Mr Lacey had updated the partnership on the production of a strategy document that will sit above the Local Plan and the newly published National Planning Policy Framework (NPPF).

Councillor Brown added that Cornwall Council is due to present a Local Plan Scoping Study to Cabinet in September and a consultation on the Scoping document is due to take place between 9th October 2026 and 15 November 2026.

During discussion, Members raised the following:

- The need for a robust consultation process
- Concern that a lot of time and energy could be put into the NPS only for it to be overridden by Cornwall Council
- Noted that the deadline for producing an NPS is October 2027
- Noted that the Helston pilot plan is due to be published at the end of September
- The planning changes are Government led
- The enormous pressure to build 4,400 houses per year

Councillor Brown asked the Councillors for their informal views on the following questions:

1. Do we definitely want to do a Neighbourhood Priorities Statement?
 - The Town Council resolved to produce an NPS for the Parish of St Austell in May 2026.
2. Are we aiming for a Town Council plan or a plan for the wider community?
 - It should be a St Austell Town Council plan aided by the views of the community within the parish of St Austell.
3. How should a steering group be composed? How many Town Councillors? How many other people? What sorts of people should they be?
 - The Steering Group should be made up of a core group of 5 Councillors from the Planning and Regeneration Committee who are willing to put in the time and effort required.
 - Ad hoc specialists should be invited to the core group meetings from time to time to provide specialist knowledge on a task and finish basis.
 - The Planning and Regeneration Committee should appoint to the Steering Group at its meeting on 21st September 2026.
4. How should a steering group be supported?
 - Town Council Officer assistance will be required to provide support for the Steering Group.
 - Cornwall Council Planning Officer assistance will be sought to assist the Steering Group from time to time.
5. What reporting arrangements are needed for a steering group?
 - The Steering Group would report to the Planning and Regeneration Committee.
 - The Planning and Regeneration Committee will report to the full Council for final approval of any recommendations.

6. Are you happy to use Cornwall Council's template for a residents' survey?

- Yes

7. If yes, should we consider adding anything to the survey?

- Yes – additional questions relevant to the parish of St Austell.

8. Should we also do a business survey early on?

- Yes

9. Are there infrastructure things you would like to see come out of consultation?

- Full involvement of all members of the Council will be required to answer this question.

10. What are **your** priorities in terms of infrastructure?

- Full involvement of all members of the Council will be required to answer this question.

11. Do you want to use an external company to help with consultation? (It has been budgeted for).

- Yes

12. How do we guide residents to make sure they are informed before consultation?

- Good publicity.

13. How do we make it a plan for all parts of the parish?

- A comprehensive consultation exercise utilising an external company who will obtain views from across the parish utilising:
 - Face to face communication
 - Social media
 - Telephone
 - Key footfall sites (eg supermarkets)

14. How do we reach those who do not have a voice?

- A comprehensive consultation exercise utilising an external company who will obtain views from across the parish utilising:
 - Face to face communication
 - Social media
 - Telephone

- Key footfall sites (eg supermarkets)

15. Do we study the Helston plan as a practical example?

- It is hoped that the Helston Plan will provide useful guidance for the production of an NPS for the parish of St Austell.

16. Do we just study possible housing sites in St Austell parish or also ones bordering the Town?

- The plan should be mindful of possible housing sites bordering the parish of St Austell.

17. What links are there to national planning reforms?

- Not discussed.

Neighbourhood Priority Statement

Project Planner

PROJECT PHASE / TASK	Proposed start date	Actual start date	Completion date	Comments
Getting started				
Agree that your town / parish want to produce a NPS and publicise the intention to produce one.				This should normally be documented in the minutes of a parish meeting. You could publicise the intention in a parish newsletter or on your website; this can also be a good opportunity to ask for volunteers.
Submit a request to designate the neighbourhood area for your neighbourhood priority statement				This will normally be the area covered by your parish or town. If a neighbourhood area covers more than one parish, you will need to submit a joint map, application letter and a copy of the formal resolution for each parish.
Decision from LPA on designation				We will aim to designate within 2 weeks of a complete application for a single parish area but we have 13 weeks to determine it.
Steering group				

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PROJECT PHASE / TASK	Proposed start date	Actual start date	Completion date	Comments
Set up a steering group to manage the NPS process.				Normally this would be made up of parish councillors and volunteers from the community.
Agree terms of reference (ToR) for the group				This should include reporting back to the parish council, how decisions are made and any funding requirements. We have a sample NDP ToR which you could adapt
Initial consultation and engagement				
Initial meeting/discussion with Cornwall Council				An informal opportunity to better understand the process, raise questions etc
Agree content of initial engagement survey and methods of engagement				We have an initial survey template that you can adapt for your needs. Consulting digitally will make it easier to collate feedback but there are benefits to face to face or written responses as well. Encourage people to sign up to be informed about the progress of your NPS by emailing you/collecting their email address. This is important as you will need to consult again on the NPS.

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PROJECT PHASE / TASK	Proposed start date	Actual start date	Completion date	Comments
Distribute initial survey and allow responses				This is the consultation period – you should allow 6 weeks for residents to respond. Don't forget to seek the views of your business community (you may want a different survey for that).
Analyse feedback and collate into a report				To ensure that your NPS reflects the views of your community and that they will support it. This should summarise the issues and concerns you have received and demonstrate how these have been considered and addressed in your neighbourhood priority statement.
Evidence base				
Agree on the evidence requirements for your NPS				CC can provide data on a range of issues for you; you may need to supplement this with specific evidence and enhance it with local knowledge. For example, design policies for an NDP may need to be evidenced through a character statement.
Assess the content of gathered evidence and implications for the future of your places				This could cover housing, green spaces, character, design, community facilities, transport, economy, infrastructure, and sustainability.

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PROJECT PHASE / TASK	Proposed start date	Actual start date	Completion date	Comments
Agree a plan to gather any additional evidence				If you have any gaps in your evidence, speak to us – we may be able to help.
Writing your priorities statement				
Agree a vision for your neighbourhood area for the medium term (we suggest 20 years)				The results of your initial survey will help you with drafting your vision and objectives. You may want to consult separately on the vision and objectives to ensure that your community agree with the general direction of the project.
Use the vision to develop a number of objectives for your places				The vision for the future will be fundamental to your NPS, setting out how you want your places to evolve over time and how they can address current and anticipated issues. Decide whether to use the simple NPS template or the more detailed approach set out in our placeshaping toolkit.
Set out the medium term infrastructure priorities for your area and how growth can help to achieve them				Assess critical infrastructure gaps and priorities to transform your area. Set actionable goals around these priorities and identify projects to realise these goals.

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PROJECT PHASE / TASK	Proposed start date	Actual start date	Completion date	Comments
Locations for new development (housing in particular). The preferred scale/locations for growth and the places that are not suitable for development. Can be site specific or refer to broad areas identified on maps.				Tell us where you think new homes (and other development) should be built. You don't need to identify specific sites, broad locations or settlements would be fine. You can also tell us about the places that should be protected from development.
Identify other priorities, for example in terms of design or placemaking				You may also wish to develop a Design Code and/or design policies in an NDP. Tell us what would make your public spaces better.
Submit a draft version of your NPS to CC				This does not need to be a final version, we can offer advice and guidance on the content, signpost to additional evidence etc. We will consult with internal colleagues on the content.
Update draft NPS				Revise your NPS with the comments received.

SS

PROJECT PHASE / TASK	Proposed start date	Actual start date	Completion date	Comments
Formal 6-week public consultation on the draft NPS				Please use our full list of consultees for your consultation. You will also need to consult any neighbouring town or parish councils, significant landowners, local community organisations, chambers of commerce, civic societies and local trusts and anyone else who has previously been involved with the neighbourhood priority statement. Publish your NPS on the parish website, how consultees can comment and the expiry date.
Review feedback				
Update NPS				
Submit to CC for publication				
Submission process				
Publication of NPS				NPS will be taken into account by Cornwall Council when we produce the next Cornwall Local Plan i.e. informing the policy direction. The Cornwall Local Plan will be reviewed every 5 years.

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Links

[Neighbourhood Area Designation template](#)

[Terms of Reference for SG link](#)

Consultation and engagement GN and template

Vision and objectives GN

Contact

Cornwall Council Neighbourhood Planning Team
neighbourhoodplanning@cornwall.gov.uk
0300 1234 151

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