

# St Austell Town Council



## To: All Members of St Austell Town Council

Dear Councillor

You are summoned to attend the **Meeting** of **St Austell Town Council** to be held in the Council Chamber, St Austell Information Centre, 39 Penwinnick Road, St Austell, Cornwall, PL25 5DR (Cornwall Council Offices) on **Monday 5<sup>th</sup> September 2022** at **6.05pm**.

Please note that there will be an opportunity for **prayers at 6pm** in the Chamber for those Members who wish to take part.

David Pooley  
**Town Clerk**

30<sup>th</sup> August 2022

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

## AGENDA

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

(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).

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.

**3. Dispensations**

(Purpose: To consider requests for dispensations).

**4. Minutes of Meeting held on 9<sup>th</sup> August 2022**

**Pages  
1 - 10**

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

**5. Matters to note**

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

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

**6. Mayor's announcements**

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

**7. Public Participation**

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

Each person addressing the Council will be allocated a maximum of 2 minutes.

**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.

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.

**9. Town Centre Revitalisation Project**

(Purpose: To receive a progress report from Mei Loci).

**10. St Austell BID**

(Purpose: To consider "in principle" financial support for jointly funding security guards and Christmas lights with St Austell BID).

**11. Grounds Maintenance Service**

**Pages  
11 to 14**

(Purpose: To receive an update on the Grounds Maintenance service). (Report attached).

**12. Members appointed to outside bodies update reports**

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

**13. Cornwall Councillor update reports**

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

**14. Planning and Regeneration Committee**

**Pages  
15 to 20**

(Purpose: To note the minutes of the Planning and Regeneration Committee held on 22<sup>nd</sup> August 2022 (Minutes attached).

**15. Schedule of Payments**

**Pages  
21 to 24**

(Purpose: To receive a schedule of payments from 1<sup>st</sup> August 2022 to 26<sup>th</sup> August 2022) (Report attached).

**16. Dates of Meetings**

(Purpose: To note dates of future Town Council Meetings: 17<sup>th</sup> October 2022 and 12<sup>th</sup> December 2022).

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.



**MINUTES of a MEETING of ST AUSTELL TOWN COUNCIL held on TUESDAY 9<sup>th</sup> AUGUST 2022 in the Council Chamber, 39 Penwinnick Road, St Austell, Cornwall, PL25 5DR at 6pm.**

**Present:** Councillors: Brown, Bull, Double, Fox, French, George, Guest, Hamilton, Lanxon, Pearce, Rowse, Stephens, Styles, Thompson and Young.

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

**Also in attendance:** Kevin Reader, Jonathan French, Laura Gardner (Cornwall Council – Property Team) and Dominic O’Neill (Treveth).

**C/22/36) Apologies for Absence**

Apologies for absence were received from Councillors: Clemo, Cohen, McDonagh, Nott and Pears.

**C/22/37) Declarations of interests and gifts or hospitality received**

There were no declarations of interest or gifts or hospitality received.

**C/22/38) Dispensations**

There were no requests for a dispensation.

**C/22/39) Minutes of Meeting held on 26<sup>th</sup> July 2022**

It was **RESOLVED** that the minutes of the meeting held on the 26<sup>th</sup> July 2022 be approved and signed as a correct record.

**C/22/40) Matters to Note**

The Clerk advised that he had nothing to add.

**C/22/41) Mayor’s announcements**

The Mayor read a list of engagements attended since the last Council meeting which included a fund raising event for the Mayor’s charity at the Fire Station.

**C/22/42) Public Participation**

The two members of the public present did not wish to speak.

**C/22/43) Members’ Questions**

It was agreed that agenda item 8 would be considered after agenda item 10 to allow the Cornwall Council and Treveth representatives to leave the meeting at a reasonable time.

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

## **C/22/44) Cornwall Council – Penwinnick Road Offices and Civic Suite**

The Town Clerk advised that the three Cornwall Council officers in attendance are charged with the delivery of the Estate Transformation Programme and that their presentation would focus on the closure of the Penwinnick Road offices, the short term proposals for staff and democratic meeting space and the creation of an Integrated Service Hub in White River Place. He added that under Agenda Item 10, Mr Dominic O'Neill will talk about Treveth's early thoughts with regard to the future of the Penwinnick Road site and that Members will be given the opportunity under both agenda items to ask questions. The Clerk further advised that under Agenda Item 10, he would like to ask Members a set of questions to hopefully provide a democratic steer for the drafting of a suitable letter to Cornwall Council.

The Mayor welcomed Kevin Reader, Jonathan French and Laura Gardner from Cornwall Council to the meeting.

Mr Reader advised that the Property Team has been asked to accelerate the closure of the Penwinnick Road building due to fiscal pressures and the significant savings that this will bring. He outlined the cost of the backlog maintenance and the considerable running costs of the building. During July and continuing into August Carlyon House will receive some refurbishment with staff transferring from the Penwinnick Road offices during September. Once the staff are transferred, the Penwinnick Road offices and site will close and be transferred to Treveth. He advised that temporary democratic meeting space is being made available at the Registrars' Office at Polkyth until new meeting rooms in White River Place are available. The space proposed in the Registrars' office has a capacity of 74 people and will have Wifi and a hearing loop installed. No charge will be made to the Town Council for its use. It is anticipated that the Town Council's first meeting at the Registrars' Office will be at the end of September. The Integrated Service Hub at White River Place is due to be completed in 2025 and it is hoped that this will increase the footfall in the town centre. It is anticipated that a range of services will be in the Integrated Service Hub including Parking Enforcement, Registrars and Children and Adult Social Services.

During discussion, Members raised the following concerns and observations:

- The lack of consultation with the public or Town Council with regard to the proposals;
- Whether or not there is a need for additional housing in St Austell;
- The shortage of green open space in St Austell;
- The need to consider other development sites such as Carlyon Road, Blantyre and Karenza in conjunction with the Penwinnick Road site;
- Disappointment that the Civic Suite will be de-commissioned;
- The importance of keeping the significant trees within any development.

Mr Reader advised that the Town Council and public will be consulted when a planning application comes forward for the demolition of the offices at Penwinnick Road and that out of 19 buildings owned by Cornwall Council in St Austell only 7 will be retained. He explained that he was not in a position to talk about other sites at the present time or comment on housing matters. He confirmed that Treveth would be responsible for considering the trees in any plans developed.

## **C/22/45) Cornwall Council - Penwinnick Road Offices and Civic Suite**

The Mayor invited Mr Dominic O'Neil from Treveth to speak.

Mr O'Neil advised that he is fully aware of the sensitivities of the site and that Treveth is still in the very early stages of negotiations with Cornwall Council and that it will be at least 12 months before the negotiations are finalised and a planning application is submitted. He added that the Penwinnick Road site is a prime site with three clear areas for development and that the Town Council will be fully consulted along the way.

Mr O'Neil explained that Treveth is a wholly owned subsidiary of Cornwall Council with all profits returned back to Cornwall Council. Their aim is to assist with the delivery of the Local Plan and that their business model is largely homes for rent for people who cannot afford to buy although some other tenure types are considered and they try to deliver a target of 25% affordable housing and make their developments tenure blind. He advised that the Planning Statement produced by Cornwall Council is a starting point for consideration and stressed that Treveth is not bound by it. Surveys and valuations are currently taking place and once negotiations are complete and draft ideas are produced the Town Council will be consulted at an early stage. The process will be long and complex but fully transparent. Mr O'Neil advised Members that the site is in a good natural setting in a central location which lends itself to a high quality sustainable development. He added that whatever is proposed will reflect local demand.

The Mayor thanked Mr O'Neil for his presentation.

*\*\*The representatives of Cornwall Council and Treveth left the meeting\*\**

The Clerk advised Members that he would like their current views based upon the information received to date on a number of matters relating to the Penwinnick Road site but stressed the need to keep an open mind and consider any future planning applications on their merits.

Members agreed to undertake a democratic voting process based upon current thinking to assist with the drafting of a letter to Treveth to influence development proposals for the site.

*\*\* Councillor Double advised that she would listen to the debate but not take part in any voting due to being the Cornwall Councillor for this area\*\**

The Clerk asked the following questions:

Cornwall Council is committed to rationalising and reducing the office space that it manages and making savings in the running costs of its office portfolio.

1. Do you support this aim?

12 votes for  
1 abstention

2. Do you support the creation of the Cornwall Council office in the town centre?

11 votes for  
1 vote against  
2 abstentions

3. Do you support the principle of good quality homes on the site if key trees and open spaces are preserved?

10 votes for  
3 votes against

4. Would you support the principle of affordable housing on this site?

9 votes for  
3 votes against

5. Would you support commercial/industrial uses on this site?

6 votes for  
5 votes against  
2 abstentions

### **Area 1 – Pondhu House**

1. Cornwall Council has a responsibility for the maintenance of Pondhu House a Grade II listed building. Which of the following uses would be acceptable?

- a. A hostel

10 votes against

- b. A hotel or guesthouse

6 votes for  
4 votes against

- c. A community centre

7 votes for  
3 votes against

- d. An adult education centre

6 votes for  
5 votes against

- e. A museum

5 votes for  
6 votes against

- f. A wedding venue

11 votes for



g. A private house

4 votes for  
6 votes against

h. Town Council Offices

2 votes for  
6 votes against

2. Should housing be permitted on the area behind the Stable Block (Area 1b)

2 votes for  
7 votes against

### **Area 2 – Pondhu School**

Teachers, staff and parents currently park in the office car park, apple tree car park and adjacent to Pondhu House.

1. Should additional parking be provided for Pondhu School?

10 votes for  
3 votes against

2. Should more open space be allocated to the school?

11 votes for  
1 votes against

3. Should the development provide for pick up and drop off points close to the school?

8 votes for  
5 votes against

4. Should provision be made for expansion of the school?

12 votes for

### **Area 3 – Childrens' Centre and adjacent open space**

1. Should the Childrens' Centre be retained as a Community Centre?

12 votes for  
1 against

2. Should housing be permitted on any of the remaining area in Area 3?  
2 votes for  
11 votes against
3. Should there be a park or public open space on this site?  
  
11 votes for

#### **Section 4 – Penwinnick Road Office, Civic Suite and Parking**

1. Should the area containing the Mayors' trees to the west of the office block be retained as open space?  
  
10 votes for  
2 votes against
2. Should the Civic Suite be retained?  
  
8 votes for  
5 against
3. Should the office block and nuclear bunker be retained  
  
1 vote yes  
11 votes against
4. In principle would you accept some housing on Area 4 provided sufficient parking and public open space is made available for the facilities that are retained?  
  
9 votes for  
5 votes against

#### **Area 5 - Penwinnick House and former workshop area**

1. Would you be in favour of the demolition of Penwinnick House and the development of this area for high quality housing?  
  
11 votes for  
2 votes against
2. If YES, would you be in favour of:
  - a) development of blocks of flats on this site with blocks of 4-5 storeys?  
  
1 vote for  
9 votes against

b) A mixture of flats and houses with a maximum height of 3 storeys?

8 votes for

3 votes against

3. Would you be in favour of a development which involves fewer apartments and more conventional housing than in the current planning statement?

11 votes for

2 votes against

It was **RESOLVED** that the Town Clerk writes a letter to Treveth with a copy to Cornwall Council, in consultation with the Committee Chairs, outlining the Town Council's initial views with regard to the Penwinnick Road site based upon the democratic answers to the questions posed above.

Councillor Double assured Members that she would take into account the Town Council's views when discussing the site with Cornwall Council Officers and Treveth.

Concern was expressed during the debate that the Town Framework did not envisage housing on the Penwinnick Road site.

*\*\* Councillor Double left the meeting \*\**

#### **C/22/46) Members' Questions**

The Clerk advised that he had received a question from Councillor Thompson about the maintenance of the roundabouts on the A391 and that after expressing his own concerns to Cornwall Council, he had received assurance from the Highways Manager that a maintenance programme is being put in place for their upkeep. The Clerk suggested that the maintenance of the roundabouts is placed on a future Community Committee agenda to monitor the position and chase if necessary.

#### **C/22/47) Members appointed to outside bodies update reports**

Councillor Brown advised that due to a lack of business to report, the last two SABEF meetings have been cancelled. It is hoped that a final meeting will take place at the end of the year at which time the future role of SABEF may be clearer.

Arising from the above, Councillor Rowse suggested that SABEF could identify a project and bid for a share of the Shared Prosperity Fund which was now open for bids.

Councillor Thompson advised that the Rural Services Network have recently been focussing on buses, the South East Local Action Group are in the process of being re-absorbed into Cornwall Council and that the Safer St Austell Partnership have got a drop in session in White River Place tomorrow (10<sup>th</sup> August 2022).

Councillor Hamilton advised that he had met with Climate Action St Austell (CASA) and St Austell BID recently where it was agreed that there is sufficient support for the Garden Festival proposed for the 3<sup>rd</sup> September.

Councillor Fox updated the recent activities of Young People Cornwall at The House which included, a successful bid to the Youth Investment Fund, the creation of a Mental Health Support Hub and victim of crime group, non-contact boxing activity and involvement in a research project in association with Oxford University.

### **C/22/48) Cornwall Councillor update reports**

Members noted the written update reports from Councillors Double and Guest and Councillor Guest advised that he had nothing to add.

*\*\*Councillors Styles and Young left the meeting\*\**

Councillor Rowse advised that he is working with the Town Council to submit a bid for CIL funding for Bethel Park and that ASB is down 36% on the previous year. He highlighted the sale of seagull sacks in the library and that Cornwall Council are inviting expressions of interest for the Shared Prosperity Fund. He highlighted to Members that talks with regard to the Penwinnick Road site had started in 2020, prior to the 2021 elections.

In answer to a question, Councillor Rowse advised that the lowering of the road under the Holmbush Bridge is on hold due to a lack of funding at the present time. He added that the project is "shovel ready" and that as soon as funding is identified the project can be submitted for consideration.

Councillor Guest added that the proposed traffic enhancement measures associated with the A30 link road are on hold until the end of the project in 2025 when it is hoped more funding will be available.

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

Councillor Brown asked three questions with regard to the Stadium for Cornwall, the Royal Cornwall Museum and the Community Governance Review (CGR).

In response to Councillor Brown's questions, Councillor Rowse advised that:

- Private sector funding is being sought for the Stadium for Cornwall and that Cornwall Council funding is still available;
- Cornwall Council is re-considering their position with regard to funding the Royal Cornwall Museum and it is now likely that they will be offering their support;
- He was unaware of the new dates set for the CGR and that he would obtain an update for St Austell and report back.

### **C/22/49) Planning and Regeneration Committee**

It was **RESOLVED** to note the minutes of the Planning and Regeneration Committee meetings held on the 16<sup>th</sup> May 2022, 20<sup>th</sup> June 2022 and 18<sup>th</sup> July 2022.

### **C/22/50) Finance and General Purposes Committee**

The Clerk advised that the recommendations contained in the minutes had been dealt with at the July Council meeting.

It was **RESOLVED** to note the minutes of the Finance and General Purposes Committee meeting held on 27<sup>th</sup> June 2022.

### **C/22/51) Community Committee**

It was **RESOLVED** to note the minutes of the Community Committee meeting held on the 6<sup>th</sup> June 2022.

### **C/22/52) Climate and Environment Committee**

It was **RESOLVED** to note the minutes of the Climate and Environment Committee meeting held on 4<sup>th</sup> July 2022 and approve the **RECOMMENDATION** contained therein.

### **C/22/53) Schedule of Payments**

It was **RESOLVED** that the Schedule of Payments for the period 30<sup>th</sup> April 2022 to 31<sup>st</sup> July 2022 totalling £300,545.16 be approved.

### **C/22/54) Dates of Meetings**

It was noted that the next Town Council meeting is due to take place on the 5<sup>th</sup> September 2022.

The meeting closed at 8.04pm.



**ST AUSTELL TOWN COUNCIL  
COUNCIL MEETING – 5<sup>th</sup> SEPTEMBER 2022  
GROUNDS MAINTENANCE SERVICE**

**1. PURPOSE OF REPORT**

To update members on the Grounds Maintenance Service.

**2. LEGAL AND RISK MANAGEMENT ISSUES**

The work to replace the old safety surfacing in the play areas at Poltair Park was completed in April by the chosen contractor, TK Play. In total, 882m<sup>2</sup> of new safety surfacing has been laid to a minimum depth of 40mm to ensure the surface complies with the BS EN 1176 Standard for Children's' Playgrounds. The Operations Manager has identified further surface defects at Truro Road Park and The Meadows which will need similar action to be taken in due course.

Work to progress the demolition of the old toilet block/pavilion at Poltair Park is ongoing, the remaining surveys have now been carried out and indicate that no bats are currently roosting in the building, so once the official report is received the building contractors will notify the relevant authorities to allow them to demolish the building. It is hoped that this will all be completed by no later than spring 2023.

Parks, play parks and trees are regularly inspected.

**3. RESOURCE ISSUES**

Following resignations at the end of last year, two new members of staff have joined the grounds maintenance team, which has had a very positive effect on the efficiency of the team.

The two Apprentices have both passed their apprenticeships one with distinction and the other with a pass. One Apprentice has however handed in his notice to work closer to home and a new employee is due to start on Monday 5<sup>th</sup> September 2022. The team now consists of 8 members of staff (7.57 FTE).

The Operations Manager has purchased 2 new strimmers to replace machines which were frequently breaking down. Most of the strimmers used by the grounds maintenance team are over 5 years old, so a phased program of replacement will begin over the next 12 months or so.

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

None.

#### **5. ENVIRONMENTAL CONSIDERATIONS**

Within the Grounds Maintenance service, the protection and enhancement of the environment is at the heart of all activities. To date over 590 trees have been planted, 14 medium-standard size (6-7ft in height) are currently in the nursery and 6 wildflower areas have been created. All trees planted count towards the Forest for Cornwall initiative and the Town Council is due to receive some trees from this project.

Plants are re-cycled and, where possible, re-cycled park furniture is purchased.

Our grass cutting round is in accordance with the Town Council's Parks and Open Spaces Strategy and Grass Cutting Policy. The Grass Cutting Policy is due to be reviewed shortly.

#### **6. RECOMMENDATIONS**

It is recommended that members note the contents of this report.

---

#### **Horticultural activity**

The grounds team are now on the 6<sup>th</sup> cut of the grass cutting season, the recent addition of the 2 new members of staff has allowed the team to get back up to speed very quickly after grass cutting slowed down in early June due to the planting of the summer bedding plants around the town. This extra resource has not only provided the capacity to keep the grass cutting on a much more frequent cycle but has also allowed for staff to stay on top of other vital summer maintenance, such as weeding, watering and reactive works such as vandalism and graffiti in the parks. All waste management activities on the Town Council's land are carried out by the Grounds Maintenance staff.



Of the 4,000 plants planted for summer this year, 400 have been grown from seed in the town council's polytunnel.

It is hoped that by harvesting the seed from this year's "in-house" plants, we will be able to increase the number of plants we produce ourselves for next year's displays. Adopting this more sustainable way of planting, will help to reduce the amount of wastage at the end of each planting season.

The Town Council has approximately 500 mature trees within its ownership/management which are safety surveyed on an annual basis. This year's tree survey was completed August, with a number of safety and management works recommended. The report has identified 2 large Ash trees at Poltair Park which are showing signs of advanced ADB (ash dieback), and the Operations Manager is working with our contractors to arrange for the trees to be felled. 3 medium standard Field Maples will be planted as replacements. The Town Council recognises the importance of trees and will not cut down a tree unless there is a health and safety or a valid tree management reason to do so.

If successful with a grant application to the Tree Production Capital Grant Scheme, the Operations Manager is hoping to expand the tree nursery.

### **Footpaths**

The Town Council contracts with a local company to cut the footpaths twice a year. The Town Council's Grounds Maintenance staff compliment this work when needed.

### **Service Level Agreement**

The Town Council has a service level agreement with Cornwall Council for the maintenance of highways verges, roundabouts and residential areas. A new agreement for the next two years has been negotiated and is due to be signed off within the next couple of weeks.

### **Poltair Park Cafe**

During April and May, the Operations Manager oversaw the remodelling of the interior at Poltair Park Café by our building contractor, APS Construction. The original layout of the space did not lend itself to being a walk-in café, so the kitchen and toilet areas were completely changed and the café is now fit-for-purpose.

The new tenants opened the café in early June and are doing well so far. It is being promoted on social media with an official launch planned for October. The appearance of the modular building has been softened with a sustainable planting scheme and outdoor seating.

### **Garden Festival**

It was agreed at the Climate and Environment Committee that the Town Council should have a presence at the Garden Festival on Saturday 3<sup>rd</sup> September and an update following this event will be provided at the meeting.

### **Parks and Open Spaces Strategy**

The grass cutting activities are carried out in accordance with the Town Council's Parks and Open Spaces Strategy and Grass Cutting Policy.

It was suggested at the last Climate and Environment Committee that these should be reviewed to ensure that they are still fit for purpose. It is hoped to gain the views of the public on the Grass Cutting Policy at the Garden Festival with a view to updating the document for Members to review in the autumn.

The Town Council is regularly praised for its horticultural efforts across the town and your officers feel that the current balance of cutting the grass short in residential areas and leaving it semi wild in other areas is working well. The colourful bedding plants are also well received, and it is hoped that Members will feel able to support the continuance of this horticultural activity in future years.

STEVE SKINNER  
OPERATIONS MANAGER

**MINUTES of a MEETING of ST AUSTELL TOWN COUNCIL PLANNING AND REGENERATION COMMITTEE held on MONDAY 22<sup>nd</sup> AUGUST 2022 in the Council Chamber, 39 Penwinnick Road, St Austell, Cornwall PL25 5DR at 6pm.**

**Present:** Councillors: Brown, Bull, Fox, French, Hamilton, Lanxon, Pearce, Pears, Stephens, Styles and Thompson.

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

**P/22/42) Apologies for absence**

Apologies for absence were received from Councillor Cohen.

Apologies for a late arrival were received from Councillors Bull and Stephens.

**P/22/43) Declarations of Interest**

Councillor Brown declared an interest in Agenda Item 12 by virtue of being the applicant for the Tree Preservation Order.

**P/22/44) Dispensations**

None.

**P/22/45) Minutes from the Meeting dated 18<sup>th</sup> July 2022**

It was **RESOLVED** that the minutes of the meeting held on the 18<sup>th</sup> July 2022 be approved and signed as a correct record.

**P/22/46) Matters to note**

*PA22/05443 – 11 Edgcumbe Road, St Austell*

Cornwall Council has advised that planning permission would be required to divide the property into two separate units and that a condition to ensure that it remains as a single unit of accommodation is not necessary.

*PA22/06249 – 2 Woodland Road, St Austell*

The Clerk advised that the Planning Officer had submitted the application for approval with a condition to ensure that the surface water run-off drains to a soakaway or infiltration system within the curtilage of the dwelling thus negating the need for a permeable surface.

Councillor Fox advised that she attended Cornwall Council's Central Sub Planning Committee to speak against the 20 Clarence Road planning application. She advised that it was disappointingly approved by 6 votes for, 5 votes against, mainly due to a lack of evidence that the proposal would be overbearing.

*\*\*Councillor Bull arrived at the meeting\*\**

## **P/22/47) Public participation**

There were no members of the public present.

## **P/22/48) Planning Applications**

- i. **PA22/05993:** 1 Vicarage Hill St Austell Cornwall PL25 5PL. Installation of tiled façade to shop front. Two windows to be altered; South front window to be altered and installation of a Juliet balcony, and first floor west window to be reinstated to full-sized opening.

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

*\*\*Councillor Stephens arrived at the meeting\*\**

- ii. **PA22/06327:** Newseal House 9 Trevarthian Road St Austell Cornwall. Change of Use application from existing commercial offices into eight bedroom student accommodation.

*\*\*Councillor Fox declared an interest in this application by virtue of working at the College and took no part in the debate or voting on this item\*\**

Although supportive of the application, Members felt strongly that the property should be restricted to student accommodation and expressed concern with regard to one bathroom serving eight bedrooms. Members were also sympathetic to the comments from the police.

It was **RESOLVED** to support this application subject to the occupancy of the property being restricted to student accommodation, compliance as far as possible with the Police recommendations and the Planning Officer being satisfied that the bathroom facilities proposed are adequate for student accommodation.

- iii. **PA22/06484:** Freshstart Two 24 Truro Road St Austell Cornwall PL25 5JF. Works to trees in a conservation area: Removal of an Ash (*Fraxinus excelsior*) due to conflict with retaining wall. The wall has collapsed in part historically and is now bulging and has movement below the ash tree. Reduce the remaining mixed species hedge in the same area by 3-4m.

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

- iv. **PA22/06509:** 34 Brockstone Road Boscoppa St Austell PL25 3DW. Application for proposed residential development of three dwellings and associated works.

Members felt that three dwellings on the site constituted over-development and expressed concerns with regard to the access close to a major junction and the impact on the neighbouring properties.

There was very strong concern about the well documented history of the site with regard to mining and subsidence and the presence of arsenic.

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

Overdevelopment

Highways concerns with regard to access

Scale and mass out of keeping with the street scene

Well documented history with regard to mining and subsidence in the area

Impact on the neighbouring properties

- v. **PA22/06556:** 27 Porthpean Road St Austell Cornwall PL25 4PJ.  
Proposed two storey extension and alterations.

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

### **P/22/49) Premises Licence Applications**

The Clerk advised that strong support was expressed from Members with regard to a proposed pavement licence for the Market House Coffee Shop and under delegated powers Cornwall Council were advised accordingly.

### **P/22/50) Planning Decisions**

It was **RESOLVED** to note the planning decisions.

### **P/22/51) Cornwall Council – Urgent Delegated Planning Decisions**

The Clerk advised that he had, by chance, noticed at the end of last week a "Site Notice Statement" dated 12<sup>th</sup> August 2022 taped to the signage at the entrance to the Penwinnick Road offices advising that an "Application for a Determination as to whether Prior Approval will be required" for the demolition of the offices at Penwinnick Road had been submitted by Cornwall Council's Property Team to Cornwall Council's Planning Department. He advised that he had voiced his strong concerns that again the Town Council had not been consulted about the site notice and process being adopted, particularly as Cornwall Council's Property Officers had spoken to the Town Council a few days earlier and assured members that they would be involved in a consultation process through a formal planning application. The Town Clerk added that the only way to respond to the site notice is to submit comments in writing within 21 days of the date of the notice. The application is on the Planning Portal but with no provision for comments.

Members expressed their displeasure at this latest development, particularly as the Property Team had assured the Town Council that a formal planning application for the demolition of the buildings would be applied for and that the Town Council and public would have the opportunity to submit their comments at that time.

It was **RESOLVED** that the Clerk should write in the strongest terms to the address on the site notice requesting that Cornwall Council adopts a transparent planning application process with proper consultation in view of:

- The listed buildings and artifacts nearby
- The proximity of the eastern end of the site to the conservation area
- The visual and amenity value of the site to the community
- The valuable mature trees on the site (most of which have no formal protection)
- The potential impact on Pondhu School
- The documented existence of bats in the area
- The impact and disturbance of the works on the residential areas nearby

*\*\*Councillor Thompson voted against this proposal\*\**

**P/22/52) Town and Country Planning (Tree Preservation) (England) Regulations 2012 – Trevarrick Wood Bordering Gover Road, St Austell**

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

**P/22/53) Town and Country Planning (Tree Preservation) (England) Regulations 2012 – Land Between Aspen Drive and Boscoppa Road, Aspen Drive, St Austell**

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

**P/22/54) St Austell Town Centre Revitalisation Partnership**

The Clerk advised that due to annual leave during August, the partnership is next due to meet on the 1<sup>st</sup> September where agreement will be sought on the project priorities. He added that he is trying to ascertain from Cornwall Council officers what funding streams are likely to be available and whether or not there will be Cornwall Council resource to assist with the bidding process. The Town Council will receive an update from Mei Loci at their meeting on Monday 5<sup>th</sup> September 2022.

**P/22/55) Penwinnick Road Site**

Members reviewed Cornwall Council's response to the Town Council's letter regarding the Penwinnick Road Site Planning Statement and suggested that a letter is sent to Mr Ellis, Strategic Planning Manager, thanking him for his comments and reiterating the Town Council's disappointment that the Planning Authority is not giving a tighter brief to the developer and that they did not undertake more consultation before deciding to develop the site. Members felt that the letter should also make it clear that the Town Council expects a thorough consultation process either through a working group or forum when development ideas start to develop and be consulted as early as possible with regard to other major sites in St Austell such as Carlyon Road.

It was **RESOLVED** that the Town Clerk should write to Mr Ellis, Strategic Planning Manager outlining the points above.



## **P/22/56) Cornwall Council Highways Scheme**

Members noted the list of highways schemes and expressed a view that they are not representative of what the public would like to see, and an example was given of a scheme that had been implemented and subsequently reversed due to inadequate consultation with local residents and the scheme being operationally impractical.

Members felt that they needed more information and guidance on the highways schemes and suggested that in future an update report should be placed on every Council agenda and the Cornwall Councillors invited to update Members on their schemes.

It was **RESOLVED** that the Clerk should:

- (i) Make contact with the Highways Officers to ascertain more information about the various highways schemes, their funding and how their progress can be communicated to the Town Council;
- (ii) Invite the Cornwall Councillors to regularly update the Town Council on their schemes put forward for implementation.

## **P/22/57) Dates of Meetings**

It was noted that the dates of the next meetings of the Planning and Regeneration Committee are Monday 26<sup>th</sup> September 2022 and Monday 31<sup>st</sup> October 2022.

The meeting closed at 7.53pm.





**ST AUSTELL TOWN COUNCIL**  
**COUNCIL MEETING – 5<sup>th</sup> SEPTEMBER 2022**  
**SCHEDULE OF PAYMENTS**  
**1<sup>st</sup> AUGUST 2022 to 26<sup>th</sup> AUGUST 2022**

**1. PURPOSE OF REPORT**

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

**2. LEGAL AND RISK MANAGEMENT ISSUES**

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

**3. RESOURCE ISSUES**

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

**4. EQUALITY ISSUES**

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

**5. ENVIRONMENTAL ISSUES**

All items procured are delivered to the office by van or lorry. 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 £53,817.25

---

DAVID POOLEY - TOWN CLERK



# **St Austell Town Council** From 1st August 2022 to 26th August 2022

Date	Payee	Payment Method	Gross	Cost Centre	Account Name
25/08/2022	Salaries	BACS			Salaries / Wages
26/08/2022	Payment: AD Sales Limited T/A Newquay & St Austell Voice	BACS	£31,569.70	General Administration	Recruitment
15/08/2022	Payment: Cornwall Council	Direct Debit	£144.00	General Administration	Rates
15/08/2022	Payment: Cornwall Council	Direct Debit	£55.00	Tregonissey Lane End	Rates
15/08/2022	Payment: Cornwall Council	Direct Debit	£4,693.00	Priory Car Park	Rates
2/08/2022	EDF Energy - Fore Street Pillar	Direct Debit	£1,164.00	Library	Electricity
19/08/2022	Payment: Kent County Council	BACS	£77.79	Other Parks and Open Spaces	Gas
19/08/2022	Payment: Source for Business	BACS	£55.50	Poltair Park	Water
12/08/2022	Payment: Elliott Window Cleaning Services	BACS	£30.00	Stable Block/Pondhu House	Cleaning & Domestic Supplies
26/08/2022	Payment: Elliott Window Cleaning Services	BACS	£69.00	Library	Cleaning & Domestic Supplies
1/08/2022	Payment: Screwfix Direct Ltd	Direct Debit	£65.09	Other Parks and Open Spaces	Grounds Maintenance Supplies
1/08/2022	Payment: Screwfix Direct Ltd	Direct Debit	£16.00	Other Parks and Open Spaces	Grounds Maintenance Supplies
5/08/2022	Payment: D May & Son Ltd	BACS	£9.90	Other Parks and Open Spaces	Grounds Maintenance Supplies
12/08/2022	Payment: D May & Son Ltd	BACS	£17.98	Other Parks and Open Spaces	Grounds Maintenance Supplies
12/08/2022	Payment: M A Grigg Ltd	BACS	£23.75	Other Parks and Open Spaces	Grounds Maintenance Supplies
12/08/2022	Payment: M A Grigg Ltd	BACS	£143.09	Other Parks and Open Spaces	Grounds Maintenance Supplies
26/08/2022	Payment: South West Play Ltd	BACS	£901.20	Poltair Park	Play Equipment
26/08/2022	Payment: GB Sport and Leisure UK Ltd	BACS	£70.80	Other Parks and Open Spaces	Play Equipment
5/08/2022	Payment: Clir Andrea Lanxon	BACS	£57.25	Civic Ceremonial	Travel and Subsistence
12/08/2022	Payment: Cormac Solutions	BACS	£1,178.27	Transport and Plant	Contract Hire and Operating Leases
10/08/2022	Payment: Alistar Business Solutions	Direct Debit	£164.70	Transport and Plant	Fuel
17/08/2022	Payment: Alistar Business Solutions	Direct Debit	£344.53	Transport and Plant	Fuel
24/08/2022	Payment: Alistar Business Solutions	Direct Debit	£131.63	Transport and Plant	Fuel
5/08/2022	Payment: Steve Andrews Tyres Ltd	BACS	£113.88	Transport and Plant	Repairs/ Maintenance-Vehicles/Plant
3/08/2022	Payment: BT	Direct Debit	£504.00	General Administration	IT / Communications
5/08/2022	Payment: ObjectiveIT Services	BACS	£334.26	General Administration	IT / Communications
5/08/2022	Payment: ITEC	BACS	£46.20	General Administration	IT / Communications
8/08/2022	Hutchison 3G UK Limited - WIFI Poltair Cafe	Direct Debit	£13.00	Poltair Park	IT / Communications
12/08/2022	Payment: EE Limited	Direct Debit	£84.10	General Administration	IT / Communications
12/08/2022	Payment: EE Limited	Direct Debit	£16.00	General Administration	IT / Communications
18/08/2022	BT	Direct Debit	£69.30	General Administration	IT / Communications
18/08/2022	BT	Direct Debit	-£69.30	General Administration	IT / Communications
19/08/2022	Payment: Vision ICT	BACS	£42.00	General Administration	IT / Communications
26/08/2022	Payment: Vision ICT	BACS	£78.00	General Administration	IT / Communications
26/08/2022	Payment: ITEC	BACS	£168.29	General Administration	Printing and Stationery
26/08/2022	Payment: St Austell BID	BACS	£20,400.00	Misc. Projects/Grants	Miscellaneous Grants
12/08/2022	Payment: The Gover Community Group	BACS	£500.00	Misc. Projects/Grants	Small Grants Scheme
1/08/2022	Payment: FindParkPay Ltd	BACS	£220.08	Priory Car Park	Contract Payments
5/08/2022	Payment: Glendale Countryside Ltd	BACS	£689.77	Other Parks and Open Spaces	Contract Payments
5/08/2022	Payment: Glendale Countryside Ltd	BACS	£689.77	Other Parks and Open Spaces	Contract Payments
5/08/2022	Payment: St Austell BID	BACS	£1,095.00	Other Parks and Open Spaces	Contract Payments
12/08/2022	Payment: G4S	BACS	£568.94	Priory Car Park	Contract Payments

12/08/2022	Payment: G4S	BACS	£15.84	Library	Contract Payments
12/08/2022	Payment: Cornwall Council	BACS	£360.08	Priory Car Park	Contract Payments
12/08/2022	Payment: Corserv Ltd	BACS	£1,021.06	Library	Contract Payments
12/08/2022	Payment: Corserv Ltd	BACS	£1,021.06	Library	Contract Payments
12/08/2022	Payment: Corserv Ltd	BACS	£1,021.06	Library	Contract Payments
12/08/2022	Payment: Corserv Ltd	BACS	£1,021.06	Library	Contract Payments
22/08/2022	Payment: Biffa Waste Services Ltd	Direct Debit	£970.70	Other Parks and Open Spaces	Contract Payments
26/08/2022	Payment: TClarke Contracting Ltd	BACS	£849.32	Library	Contract Payments
26/08/2022	Payment: Corserv Ltd	BACS	£1,021.06	Library	Contract Payments
26/08/2022	Payment: APS Construction Services Limited	BACS	£5,964.00	Priory Toilets	Contract Payments
5/08/2022	Payment: St Austell BID	BACS	£3,000.00	Town Centre Revitalisation Project	Contract Payments
5/08/2022	Payment: Cornwall Council	BACS	£303.00	Library	Miscellaneous Expenses
10/08/2022	Steve Skinner - Priory Car Park refund	BACS	£1.00	Priory Car Park	Miscellaneous Expenses
10/08/2022	H D Pooley - Water	BACS	£5.25	General Administration	Miscellaneous Expenses
15/08/2022	NatWest - Bankline charges	Direct Debit	£54.40	General Administration	Miscellaneous Expenses
19/08/2022	Payment: Worldpay (UK) Ltd	Direct Debit	£12.66	Library	Miscellaneous Expenses
19/08/2022	Payment: Worldpay (UK) Ltd	Direct Debit	£21.00	Library	Miscellaneous Expenses
19/08/2022	Payment: Worldpay (UK) Ltd	Direct Debit	£17.24	General Administration	Miscellaneous Expenses
19/08/2022	Payment: Worldpay (UK) Ltd	Direct Debit	£21.00	General Administration	Miscellaneous Expenses
26/08/2022	Payment: Cornwall Tree Consultancy	BACS	£2,133.69	Other Parks and Open Spaces	Miscellaneous Expenses
			<b>£53,817.25</b>		