

St Austell Town Council



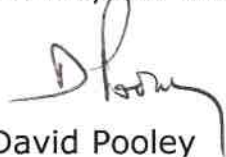
To: All Members of St Austell Town Council

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, Penwinnick Road, St Austell, Cornwall, PL25 5DR on **Monday 3rd February 2020** 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.

Coffee, tea and biscuits will be available before the meeting.



David Pooley
Town Clerk

28th January 2020

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AGENDA

1.	Apologies for absence (Purpose: To accept apologies for non-attendance).	
2.	Declarations of interest and gifts or hospitality received. (Purpose: To receive declarations of Members' interests and gifts or hospitality received).	

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 16th December 2019 (Purpose: to agree that the minutes of the above meeting be signed as a correct record).	Pages 1 to 8
5.	Matters to note (Purpose: A verbal update from the Town Clerk on the actions taken since the last meeting). Note: No decision may be made under this agenda item.	
6.	Mayor's announcements (Purpose: To receive an update from the Mayor on his engagements and any other civic matters).	
7.	Public Participation (Purpose: To invite members of the public to address the meeting in relation to the business to be carried out at the meeting).	
8.	Members' questions (10 minutes maximum) A Member may ask the Mayor or the Clerk any question concerning the business of the Council, provided 3 clear days notice of the question has been given to the person to whom it is addressed. Every question shall be put and answered without discussion. A person to whom a question is put may decline to answer or undertake to provide a full answer within a timescale agreed with the Member. They may also agree to accept a question after the deadline.	

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9.	Darren Hawkes, St Austell Bay Economic Forum (Purpose: To receive a presentation and update on the SABEF Greening Project)	
10.	Anti-social behaviour (Purpose: To receive an update from the Clerk relating to anti-social behaviour following concern expressed by the Council).	
11.	Members appointed to outside bodies update reports (Purpose: To receive reports of any relevant information from Members appointed to outside bodies).	
12.	Cornwall Councillor update reports (Purpose: To receive reports of any relevant information from local Cornwall Councillors).	
13.	Schedule of Payments (Purpose: To receive a schedule of payments from 10 th December 2019 to 24 th January 2020). (Attached).	Pages 9 to 14
14.	Climate and Environment Committee (Purpose: To note the minutes of the Climate and Environment Committee meeting held on the 20 th January 2020).	Pages 15 to 18
15.	Planning and Regeneration Committee (Purpose: To note the minutes of the Planning Committee meeting held on 6 th January 2020).	Pages 19 to 22
16.	Dates of Meetings (Purpose: To note the date of the next Town Council Meeting - Monday 23 rd March 2020).	

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	<i>Attendees are reminded to address any questions or comments through the Chair of the meeting, to keep contributions concise and relevant and to respect other speakers' views and their right to speak.</i>	
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MINUTES of the MEETING of ST AUSTELL TOWN COUNCIL held on MONDAY 16th DECEMBER 2019 in the Council Chamber, St Austell Information Centre, Penwinnick Road, St Austell, Cornwall, PL25 5DR at 6.05pm.

Present: Councillors: Bishop, Brown, Bull, Colwill, French, Heyward, Jones, King, Lanxon, Leonard, Oxenham, Palmer, Pears, Rees, Styles (Mayor) and Thompson.

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

C/19/104) Apologies for Absence

Apologies for absence were received from Councillors Cohen, Hanlon, Pearce and Walker.

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

C/19/105) Declarations of interests and gifts or hospitality received

There were no declarations of interest.

C/19/106) Dispensations

There were no requests for a dispensation.

C/19/107) Minutes of Meeting held on 21st October 2019

It was **RESOLVED** that the minutes of the meeting held on the 21st October 2019 be approved and signed as a correct record.

Councillor Bull abstained from voting on this item as she was not present at the meeting

C/19/108) Matters to Note

Further to minute number **C/19/101** the Clerk advised that he had given notice to Cornwall Council to terminate the current waste contract with effect from 31st March 2020 and that he had received confirmation from Biffa that TUPE does not apply.

Councillor Brown arrived during the next item

C/19/109) Mayor's announcements

The Mayor advised that since the Town Council meeting in October he had attended the following events:

- A Halloween play at the Arts Centre
- A visit to the CCTV suite in Newquay
- A Remembrance Service at Menacuddle Well
- An Its Your Neighbourhood certificate presentation event at the Library
- St Austell Choral Society concert
- St Austell Remembrance Day Parade and Church Service
- Laid a wreath at the cenotaph on the 11th November 2019
- The annual St Petrocs Quiz
- The Phoenix Project Passing Out Parade
- Closed the St Austell Music Festival

- Tree of Light Service at Holy Trinity Church
- Sing Along at St Johns Methodist Church
- Christmas Care Home visits (Brake, North Hill and Wentworth)

C/19/110) Public Participation

Mr Richard Hurst and Mrs Annette Miller representing St Austell BID and White River Place, attended the meeting to express their concern about the increase in homelessness, begging, shoplifting and general anti-social behaviour in the town centre before the Christmas recess. Mr Hurst explained that the St Austell BID and White River Place have sympathy for genuine homelessness cases, but advised that there are a few individuals, who are not homeless, who beg in the town centre every day and are generating complaints from local businesses and customers.

Mr Hurst advised that St Austell has a large proportion of supported accommodation and that the recent opening of the former Lloyds Bank building as a hub for cold weather provision, without any daytime support for the residents is concerning.

Mr Hurst stressed that the St Austell BID and White River Place are concerned about genuine homeless cases, but at the same time are obliged to support the town centre businesses and share their concern with regard to the escalating anti-social behaviour in the town centre.

Mrs Miller added that the St Austell BID has put on extra security staff to patrol the town centre who are regularly assisting vulnerable people on the streets.

Councillor Heyward advised that she had met with Jon Lloyd-Owen, Cornwall Council Service Director (Housing), who had advised that a positive meeting had been held with Volunteer Cornwall about organising a cookery club for the former Lloyds Bank Building residents who had nowhere to go during the day. She expressed concern that the building is now housing 8 residents at night despite being assured that 5 would be the maximum for a period of time.

The Clerk advised that the disabled toilet and baby changing unit at Priory public conveniences had been closed due to vandalism and drug use and would probably not be re-opened for a few days. He added that Metro Rod had been called out 3 times in the last 8 days to clear blockages caused by anti-social behaviour.

Arising from the above, Members raised the following issues/concerns:

- Sympathy for the genuine homeless;
- The increase in street begging;
- The lack of daytime support for the residents of the former Lloyds Bank Building;
- The need for supported accommodation to be shared out across Cornwall and not concentrated in one or two areas;
- The drug issues in Priory Toilets;
- The need to urgently engage with stakeholders to stop the issues escalating further;
- Whether the five Cornwall Councillors could make a joint approach to the Chief Executive of Cornwall Council about the issues;
- The need for everyone to keep reporting incidents of ASB so that the Police have a record;
- The need for the Town Council to express their concerns to Cornwall Council.

It was **RESOLVED** that the Clerk should write a letter to the Police with regard to providing extra resource for St Austell town centre and to Kate Kennally, Cornwall Council Chief Executive requesting the following measures:

1. The need to lower the number of people with housing and support needs sent to St Austell from other parts of Cornwall;
2. Provide better care, including day time care, for those given shelter, support or housing in St Austell.

It was **FURTHER SUGGESTED** that Cornwall Councillors might be able to use their next meeting with the Community Link Officer to prepare a joint approach to the Chief Executive of Cornwall Council for an urgent meeting to discuss the issues raised.

C/19/111) Members' questions

None.

C/19/112) Motion proposed by Councillor Gary King

Councillor King advised that Surfers Against Sewage would not accept the original wording proposed by the Town Council to receive "plastic free status" and advised that in order to be accepted, the wording contained within his motion needed to be approved.

It was **RESOLVED** that the motion should be approved and the following statement should be sent to Surfers Against Sewage:

The Town Council agrees to support Plastic Free Initiatives in St Austell.

C/19/113) Budgets 2019/20 and 2020/21

The Clerk provided a presentation to explain the background and process for generating a revised budget for the 2019/20 financial year and a budget for the 2020/21 year. He explained that the devolution process had now settled down and the Council was now very different than it was three years ago. He explained that service standards had been improved, that backlog maintenance issues had been addressed and that as a result, the profile of the Town Council had been raised and many more compliments and positive comments were received. He outlined some of the areas of uncertainty which might impact on future budget plans and provided a comparison of the Town Council's Council Tax level with similar sized Town Councils in Cornwall. This comparison demonstrated that the Town Council started from a low base with modest reserves and offered excellent value for money.

The Clerk advised that £74,000 worth of grants and other income had been generated in 2019/20 to help fund projects.

The Clerk referred to the recommendation of the Finance & General Purposes Committee (minute F/19/43) which suggested a budget with a gross spend of £1,067,335 and a precept of £762,958. This budget included provisions for:

- CCTV - £5,000 maintenance/trial mobile camera
- Staff pay awards of 2.5%

- The bringing of the waste management service in-house
- Climate change - £11,000
- Play equipment replacement - £40,000 to reserves
- Tour of Britain expenses - £2,500
- Car park charges – frozen
- £10,000 for car park repairs
- Public conveniences - £3,000 for repairs

The Clerk advised that there is no provision within the budget for additional Police resource, enforcement, car park technology, bi-elections or additional devolution.

The main areas of growth are climate change and the creation of a reserve to help fund the replacement of play equipment.

Arising from discussion, Members raised a number of issues including:

- The impact of weather and road closures on car park income;
- The increase in costs of running the public conveniences and civic expenses;
- The level of contingency;
- The potential to add allotments to the list of services in the Council Tax leaflet.

It was **RESOLVED** to accept the recommendations of the Finance and General Purposes Committee with regard to budgets and car park charges and to:

1. Approve the 2019/20 revised budget;
2. Approve the 2020/21 original budget;
3. Approve the contributions to and from reserves as set out in the report;
4. Approve a precept of £762,958 for the 2020/21 financial year;
5. Approve the draft Council Tax leaflet subject to the addition of allotments in the narrative.

C/19/114) Carlyon Road Bus Shelter

The Clerk advised that he had received a communication from CORMAC advising that due to the escalating costs of refurbishment and its current unsafe state, they now intended to demolish the green bus shelter at Carlyon Road.

Although an iconic bus shelter in St Austell, Members felt that the costs quoted by CORMAC to refurbish the building were not cost effective and that the demolition of the building was the correct way forward, particularly in the light of its current condition.

Arising from a question, the Clerk suggested that if the Cornwall Councillors felt that the bus shelter should be retained, they should liaise with the Community Network Manager to explore the options with Cornwall Council and CORMAC.

It was **RESOLVED** to make no objection to the proposed demolition of the green bus shelter at Carlyon Road.

C/19/115) Work Plan

The Clerk advised that it is good practice to have a Work Plan and that the one drafted took the Town Council up to September 2021.

During discussion, Members raised the following issues:

- The Bowls Club parking
- Poltair Park Café
- ASB
- Waste Management
- The proposed tree planting to complement the Forest for Cornwall
- Section 106 funding
- Tour of Britain
- Parks and Open Spaces

It was **RESOLVED** to approve the Work Plan subject to the word “complement” being removed and the words “be part of” inserted in the action that refers to Tree Planting for the Forest of Cornwall.

Councillor Palmer left the meeting

C/19/116) Community Governance Review

Councillor Brown updated Members on the outcome of the Special Cornwall Council Meeting where it was agreed that the Boscoppa/Carclaze area should remain with Treverbyn Parish Council. He advised that he was due to meet with Cornwall Council officers shortly to discuss the format of the public consultation planned to commence in January and finish in March. He suggested that the Town Council’s Community Governance Review Working Group should meet again shortly to agree a way forward. He advised that if the Town Council still wished to pursue Boscoppa/Carclaze area they should provide Cornwall Council with strong evidence and if possible, reach a compromise with Treverbyn Parish Council.

The Clerk advised that Treverbyn Parish Council had approached the Town Council about setting up a small joint working group to see if a compromise can be agreed.

Members felt that a discussion with Treverbyn Parish Council would be useful.

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

1. Arrange a suitable date for the Community Governance Working Group to meet in the New Year;
2. Confirm with Treverbyn Parish Council that St Austell Town Council would like to meet to discuss the Boscoppa/Carclaze boundary.

Councillor Thompson abstained from voting on this item

Councillor French left the meeting

C/19/117) Past Councillor Badges (at the request of Councillor Pearce)

In the absence of Councillor Pearce, the Clerk advised that Councillor Pearce had suggested that it would be a nice gesture for retiring Councillors to receive a “Past Councillor Badge” and that if Members wished to pursue this purchase, a budget in the order of £350/£400 would be required.

Members generally felt that although it was a nice idea, it probably was not a priority for the Council and agreed that a certificate of appreciation could be presented to retiring Councillors instead.

A proposal to purchase "Past Councillor Badges" was lost 5 votes for, 9 votes against.

A proposal not to proceed with the purchase of "Past Councillor Badges" and present a certificate of appreciation instead to retiring Councillors was approved 9 votes for, 4 votes against.

It was **RESOLVED** to present retiring Councillors with a certificate of appreciation.

Councillor Bull left the meeting

C/19/118) Members appointed to outside bodies update reports

Arising from a question, it was agreed to ask Councillor Cohen for an update on the Flood Forum Event that she attended.

Councillor Oxenham gave an update on SELAG and provided a summary of assistance given and a list of local projects approved.

Councillor Brown advised that a representative of the Market House had provided a very interesting presentation to the last SABEF Board meeting.

Councillor Jones advised that he had attended a CALC Executive Board meeting where it was confirmed that the CALC AGM would be on the 30th January and that an opportunity would be given at that meeting to influence the future direction of CALC.

Councillor King advised that he had attended a recent House Steering Group meeting with the Clerk and Councillor Bishop. The House now employs 54 people and provides help and guidance to approximately 300 young people each month. Around 30 professionals assist with the advice service which is open to young people from 11am to 1pm every day.

C/19/119) Cornwall Councillor update reports

Councillor Pears referred Members to his recent Voice article which provides a list of projects that he has been working on. These include the Space Port Cornwall, marine litter collection and a disabled parking campaign.

Councillor Heyward advised that four trees had been removed at Bodmin Road but that the traffic lights would remain there for the foreseeable future as the owner of the collapsed wall had not yet agreed a suitable solution.

Councillor Brown updated members on the street signs at Menear Road.

C/19/120) Schedule of Payments

It was **RESOLVED** that the Schedule of Payments for the period 11th October 2019 to 9th December 2019 totalling £164,935.29 be approved.

C/19/121) Community Committee

It was **RESOLVED** that the minutes of the Community Committee dated 2nd December 2019 be noted.

C/19/122) Planning and Regeneration Committee – 4th November 2019 and 9th December 2019

It was **RESOLVED** that the minutes of the Planning and Regeneration Committee meeting dated 4th November 2019 be noted.

Councillor Oxenham advised that she chaired the meeting of the Planning and Regeneration Meeting on the 9th December and requested that the following amendments be made to the minutes:

1. A formal record be included that she abstained from voting on the minutes dated 4th November 2019;
2. "Executive Homes Ltd" to read "**Cornwall** Executive Homes Ltd"
3. "Chairman" should be read "Chair" throughout the minutes

It was **RESOLVED** that the minutes of the Planning and Regeneration Committee meeting dated 9th December 2019 be noted subject to the above amendments.

C/19/123) Finance and General Purposes Committee

It was **RESOLVED** that the minutes of the Finance and General Purposes Committee dated 11th November 2019 be noted and the **RECOMMENDATIONS** contained therein approved.

C/19/124) Dates of Meetings

It was noted that the next Town Council meeting is due to take place on Monday 3rd February 2020.

It was noted that the next Climate and Environment Committee meeting is due to take place on Monday 20th January 2020.

The meeting closed at 8.25pm.

ST AUSTELL TOWN COUNCIL
COUNCIL MEETING – 3rd FEBRUARY 2020
SCHEDULE OF PAYMENTS
10th DECEMBER 2019 to 24th JANUARY 2020

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.

6. RECOMMENDATIONS

It is recommended that Councillors approve the attached Schedule of Payments totalling £146,318.04.

DAVID POOLEY
TOWN CLERK

PAYMENT SCHEDULE
St Austell Town Council
From 10 December 2019 to 24 January 2020

Date	Payee	Payment Method	Reference	Amount	Cost Centre	Account Name
11-12-2019	Payment: Ornamental Trees Ltd	Credit Card	CC11.12.19		£71.93 Other Parks and Open Spaces	Grounds Maintenance Supplies
11-12-2019	Payment: Allstar Business Solutions	Direct Debit	E2012005317		£271.31 Transport and Plant	Fuel
11-12-2019	Payment: Cornwall Council	Cheque	3382		£367.09 Priory Car Park	Contract Payments
12-12-2019	Payment: Restormel Decorators	Cheque	3383		£3,648.00 Pollair Park	Repairs / Maintenance Premises
12-12-2019	Payment: Cornwall Signs	Cheque	3384		£456.00 Library	Repairs / Maintenance Premises
12-12-2019	Payment: South West Water	Cheque	3386		£17.35 Library	Water
12-12-2019	Payment: South West Water	Cheque	3386		£24.41 Library	Water
12-12-2019	Payment: EE Limited	Direct Debit	V01698925593		£18.00 General Administration	IT / Communications
12-12-2019	Payment: EE Limited	Direct Debit	V01698925593		£104.52 General Administration	IT / Communications
12-12-2019	Payment: G4S	Cheque	3387		£646.93 Priory Car Park	Contract Payments
12-12-2019	Payment: Complete Weed Control (SW)	Cheque	3388		£4,278.00 Other Parks and Open Spaces	Contract Payments
13-12-2019	Payment: Steve Skinner	BACS	Nov/Dec Exp		£263.45 General Administration	Travel and Subsistence
13-12-2019	Payment: Steve Skinner	BACS	Nov/Dec Exp		£10.00 General Administration	Travel and Subsistence
14-12-2019	Payment: SLCC	Credit Card	CC14.11.19		£180.00 General Administration	Training
14-12-2019	Payment: Amazon EU S.a.r.l.	Credit Card	CC14.12.19		£13.93 General Administration	Office Supplies
16-12-2019	Payment: Metro Rod Limited	Cheque	3392		£78.00 Priory Toilets	Repairs / Maintenance Premises
16-12-2019	Payment: Washware Essentials Ltd t/a School Toilets	Credit Card	CC16.12.19		£252.00 Priory Toilets	Repairs / Maintenance Premises
16-12-2019	Payment: Cornwall Council	Direct Debit	802635724-9		£1,146.00 Library	Rates
16-12-2019	Payment: Cornwall Council	Direct Debit	802628607-9		£54.00 Tregonissey Lane End	Rates
16-12-2019	Payment: Cornwall Council	Direct Debit	80262013X-9		£5,419.00 Priory Car Park	Rates
16-12-2019	Payment: Cornwall Council	Direct Debit	802552521-9		£286.00 Priory Toilets	Rates
16-12-2019	Payment: Cornwall Council	Cheque	3390		£555.41 CCTV	Electricity
16-12-2019	Payment: Contec South West Limited	Cheque	3389		£171.60 Other Parks and Open Spaces	Grounds Maintenance Supplies
16-12-2019	Payment: Complete Business Solutions UK Ltd	Cheque	3391		£46.56 General Administration	Office Supplies
16-12-2019	Payment: Gary King	BACS	Expenses		£48.60 Civic Ceremonial	Members/Allowance
16-12-2019	Payment: Gary King	BACS	Expenses		£1.40 Civic Ceremonial	Members/Allowance
16-12-2019	K A Gay - Milk and biscuits	Petty Cash	PC136		£5.05 General Administration	Miscellaneous Expenses
16-12-2019	Sara Gwilliams - Mayor's Christmas card competition prizes	Petty Cash	PC137		£45.00 Civic Ceremonial	Miscellaneous Expenses
16-12-2019	Payment: Gary King	BACS	Expenses		£36.00 Civic Ceremonial	Miscellaneous Expenses
16-12-2019	Payment: Xpress News	BACS	1293-191207		£76.32 Library	Miscellaneous Expenses
16-12-2019	NatWest - Bank Charges	Direct Debit			£31.60 General Administration	Miscellaneous Expenses
18-12-2019	Payment: Cornwall Signs	Cheque	3393		£43.20 Other Parks and Open Spaces	Repairs / Maintenance Premises
18-12-2019	Payment: Spot-On Supplies Ltd	Cheque	3394		£198.14 Other Parks and Open Spaces	Grounds Maintenance Supplies
18-12-2019	Payment: Beaver Teeth Services	Cheque	3396		£210.00 Other Parks and Open Spaces	Grounds Maintenance Supplies
18-12-2019	Payment: Maxwell Amenity Ltd	Credit Card	CC18.12.19		£82.26 Other Parks and Open Spaces	Grounds Maintenance Supplies
18-12-2019	Payment: Driveline (GB) Ltd	Credit Card	CC18.12.19		£70.02 Transport and Plant	Contract Hire and Operating Leases
18-12-2019	Payment: ITEC	Cheque	3395		£59.17 General Administration	Printing and Stationery
19-12-2019	Payment: Worldpay (UK) Ltd	Direct Debit	90405416		£1.61 General Administration	Miscellaneous Expenses
19-12-2019	Payment: Worldpay (UK) Ltd	Direct Debit	90405416		£32.99 General Administration	Miscellaneous Expenses
19-12-2019	Payment: Worldpay (UK) Ltd	Direct Debit	90403705		£1.82 Library	Miscellaneous Expenses
19-12-2019	Payment: Worldpay (UK) Ltd	Direct Debit	90403705		£21.00 Library	Miscellaneous Expenses
20-12-2019	Salaries and oncosts - December 2019	BACS			£40,490.57 General Administration	Salaries / Wages
23-12-2019	Payment: Cornwall Signs	Cheque	3400		£66.00 Other Parks and Open Spaces	Repairs / Maintenance Premises

23-12-2019	Payment: Logical Cleaning Solutions	Cheque	3397	£564.56	Stable Block/Pondhu House	Cleaning & Domestic Supplies
23-12-2019	Payment: The Safety Supply Company	Cheque	3398	£50.82	Other Parks and Open Spaces	Grounds Maintenance Supplies
23-12-2019	Payment: The Stone and Garden Company Ltd	Credit Card	CC23.12.19	£81.20	Other Parks and Open Spaces	Grounds Maintenance Supplies
23-12-2019	Payment: J Parkers	Credit Card	CC23.12.19	£79.38	Other Parks and Open Spaces	Grounds Maintenance Supplies
23-12-2019	Payment: AD Sales Limited T/A Newquay & St Austell Voice	Cheque	3403	£720.00	General Administration	Publicity
23-12-2019	Payment: SSE Contracting Ltd	Cheque	3402	£1,183.81	Other Parks and Open Spaces	Contract Payments
23-12-2019	Payment: Biffa Waste Services Ltd	Direct Debit	522C02038	£174.26	Other Parks and Open Spaces	Contract Payments
23-12-2019	Payment: Biffa Waste Services Ltd	Direct Debit	522C02044	£166.44	Library	Contract Payments
23-12-2019	Payment: WPS Ltd	Cheque	3399	£28.00	Transport and Plant	Insurances
24-12-2019	Payment: British Gas	Direct Debit	953566735	£22.08	Other Parks and Open Spaces	Electricity
24-12-2019	R Baddiley - Grounds maintenance supplies - mattock	Petty Cash	PC138	£24.98	Other Parks and Open Spaces	Grounds Maintenance Supplies
27-12-2019	Payment: The Rotary Club of St Austell	BACS	Presidents Night	£37.50	Civic Ceremonial	Mayors Allowances
27-12-2019	Payment: Eden Springs UK Ltd	BACS	727534	£293.96	Library	Miscellaneous Expenses
31-12-2019	Payment: BT	Direct Debit	M043 7F	£141.90	General Administration	IT / Communications
2-01-2020	Payment: Screwfix Direct Ltd	Direct Debit	1027051863	£28.58	Other Parks and Open Spaces	Grounds Maintenance Supplies
2-01-2020	Payment: Screwfix Direct Ltd	Direct Debit	1028707606	£119.99	Other Parks and Open Spaces	Grounds Maintenance Supplies
2-01-2020	Payment: Screwfix Direct Ltd	Direct Debit	1025343328	£23.96	Other Parks and Open Spaces	Grounds Maintenance Supplies
2-01-2020	Payment: Alistar Business Solutions	Direct Debit	E2012054764	£173.06	Transport and Plant	Fuel
2-01-2020	Payment: BT	Direct Debit	M044 W7	£477.00	General Administration	IT / Communications
2-01-2020	Payment: SLCC	Credit Card	MEM227644	£254.00	General Administration	Subscriptions
6-01-2020	Payment: Metro Rod Limited	Cheque	3406	£78.00	Priority Toilets	Repairs / Maintenance Premises
6-01-2020	Payment: Cornwall Council	Cheque	3410	£1,295.00	Stable Block/Pondhu House	Rent / Room Hire
6-01-2020	Payment: South West Water	Cheque	3407	£394.47	Priority Toilets	Water
6-01-2020	Payment: Elliott Window Cleaning Services	Cheque	3408	£68.00	Library	Cleaning & Domestic Supplies
6-01-2020	T J Wilson - Grounds maintenance supplies	Petty Cash	PC140	£4.13	Other Parks and Open Spaces	Grounds Maintenance Supplies
6-01-2020	Payment: Cormac Solutions	Cheque	3405	£1,206.20	Transport and Plant	Contract Hire and Operating Leases
6-01-2020	Payment: Lyreco UK Limited	Cheque	3409	£210.62	Library	Office Supplies
6-01-2020	Payment: Lyreco UK Limited	Cheque	3409	£35.16	General Administration	Office Supplies
6-01-2020	Payment: Lyreco UK Limited	Cheque	3409	£35.16	Library	Office Supplies
6-01-2020	Payment: Xero (UK) Ltd	Credit Card	CC6.1.20	£28.80	General Administration	IT / Communications
6-01-2020	Payment: PJI Security Ltd	Cheque	3404	£33.00	Library	Contract Payments
6-01-2020	Sara Gwilliams - Milk	Petty Cash	PC139	£0.80	General Administration	Miscellaneous Expenses
6-01-2020	Steve Skinner - Sugar	Petty Cash	PC141	£1.10	General Administration	Miscellaneous Expenses
7-01-2020	Payment: E.ON	Cheque	3413	£245.47	Other Parks and Open Spaces	Electricity
7-01-2020	Payment: Young People Cornwall	Cheque	3413	£245.47	Other Parks and Open Spaces	Electricity
7-01-2020	Payment: In2Play	Cheque	3415	£5,000.00	The House/Youth Services	Miscellaneous Grants
8-01-2020	Payment: St Austell BID	Cheque	3412	£105.00	Other Parks and Open Spaces	Contract Payments
10-01-2020	Payment: Objective IT Services	Cheque	3416	£6,331.20	Misc. Projects/Grants	Miscellaneous Grants
13-01-2020	Payment: UK Radon Ltd	BACS	0002832	£290.64	General Administration	IT / Communications
13-01-2020	Payment: Metro Rod Limited	Cheque	3417	£247.50	Library	Repairs / Maintenance Premises
13-01-2020	Payment: Cornwall Signs	Cheque	3482	£78.00	Priority Toilets	Repairs / Maintenance Premises
13-01-2020	Payment: M A Grigg Ltd	Cheque	3481	£336.00	Other Parks and Open Spaces	Repairs / Maintenance Premises
13-01-2020	Payment: M A Grigg Ltd	Cheque	3484	£16.44	Other Parks and Open Spaces	Grounds Maintenance Supplies
13-01-2020	Payment: M A Grigg Ltd	Cheque	3484	£8.88	Other Parks and Open Spaces	Grounds Maintenance Supplies
13-01-2020	Payment: M A Grigg Ltd	Cheque	3484	£149.54	Other Parks and Open Spaces	Grounds Maintenance Supplies
13-01-2020	Payment: M A Grigg Ltd	Cheque	3484	£23.59	Other Parks and Open Spaces	Grounds Maintenance Supplies
13-01-2020	Payment: M A Grigg Ltd	Cheque	3484	£43.78	Other Parks and Open Spaces	Grounds Maintenance Supplies
13-01-2020	Payment: DVLA Swansea	Credit Card	CC13.1.20	£262.50	Transport and Plant	Road Fund / Taxes

13-01-2020	Payment: David Spear Commercial Vehicles	BACS	19395	£17,988.00	Transport and Plant	Other Transport/plant expenses
13-01-2020	Payment: EE Limited	Direct Debit	V01709901856	£113.90	General Administration	IT / Communications
13-01-2020	Payment: EE Limited	Direct Debit	V01709901856	£18.00	General Administration	IT / Communications
13-01-2020	Payment: Garden Services (SW) Ltd	Cheque	3419	£240.00	Other Parks and Open Spaces	Contract Payments
13-01-2020	Payment: SSE Contracting Ltd	Cheque	3420	£3,001.01	CCTV	Contract Payments
13-01-2020	Payment: G4S	Cheque	3483	£690.05	Priority Car Park	Contract Payments
13-01-2020	Payment: G4S	Cheque	3483	£57.50	Library	Contract Payments
13-01-2020	Payment: GB Tool Hire Ltd	Cheque	3418	£149.40	Other Parks and Open Spaces	Protective Clothing
14-01-2020	Payment: D May & Son Ltd	Cheque	3485	£39.46	Other Parks and Open Spaces	Grounds Maintenance Supplies
14-01-2020	Payment: D May & Son Ltd	Cheque	3485	£76.74	Other Parks and Open Spaces	Grounds Maintenance Supplies
14-01-2020	Payment: UK Point of Sale Group Ltd	Credit Card	CC14.1.20	£38.86	Library	Office Supplies
14-01-2020	Payment: Newquay Town Council	Cheque	3486	£6,791.86	CCTV	Contract Payments
14-01-2020	Payment: Cornwall Council	Cheque	3487	£313.93	Priority Car Park	Contract Payments
15-01-2020	Payment: Cornwall Council	Direct Debit	802552521-10	£286.00	Priority Toilets	Rates
15-01-2020	Payment: Cornwall Council	Direct Debit	80262013X-10	£5,419.00	Priority Car Park	Rates
15-01-2020	Payment: Cornwall Council	Direct Debit	802628607-10	£54.00	Tregonissey Lane End	Rates
15-01-2020	Payment: Cornwall Council	Direct Debit	802635724-10	£1,146.00	Library	Rates
15-01-2020	T J Wilson - Grounds maintenance supplies	Petty Cash	PC142	£2.28	Other Parks and Open Spaces	Grounds Maintenance Supplies
15-01-2020	Payment: Allstar Business Solutions	Direct Debit	E2012125159	£90.80	Transport and Plant	Fuel
15-01-2020	Payment: Eden Springs UK Ltd	BACS	314077348	£15.26	Library	Miscellaneous Expenses
15-01-2020	NatWest - Bank Charges	Cheque	3489	£32.80	General Administration	Miscellaneous Expenses
16-01-2020	Payment: AD Sales Limited T/A Newquay & St Austell Voice	Cheque	3490	£324.00	General Administration	Recruitment
16-01-2020	Payment: Kent County Council	Cheque	3490	£1,199.74	Library	Electricity
16-01-2020	Payment: Kent County Council	Cheque	3490	£35.72	Poltair Park	Electricity
16-01-2020	K P Spencer - Grounds maintenance supplies	Petty Cash	PC143	£35.10	Other Parks and Open Spaces	Grounds Maintenance Supplies
16-01-2020	Payment: Glasdon UK Limited	Cheque	3491	£789.62	Other Parks and Open Spaces	Miscellaneous Expenses
20-01-2020	Payment: Kent County Council	Cheque	3494	£49.92	Poltair Park	Electricity
20-01-2020	Payment: Kent County Council	Cheque	3496	£63.17	Poltair Park	Electricity
20-01-2020	Payment: South West Water	Cheque	3495	£26.46	Library	Water
20-01-2020	Payment: South West Water	Cheque	3495	£36.99	Library	Water
20-01-2020	Payment: WPS Ltd	Cheque	3492	£318.75	Transport and Plant	Insurances
20-01-2020	Payment: Worldpay (UK) Ltd	Direct Debit	CC20.01.20	£23.33	General Administration	Miscellaneous Expenses
21-01-2020	Payment: Cornwall Signs	Cheque	3497	£360.00	Transport and Plant	Repairs/ Maintenance-Vehicles/Plant
21-01-2020	Payment: ITEC	Cheque	3498	£66.62	General Administration	Printing and Stationery
21-01-2020	Payment: Worldpay (UK) Ltd	Direct Debit	94411597	£1.87	Library	Miscellaneous Expenses
21-01-2020	Payment: Worldpay (UK) Ltd	Direct Debit	94411597	£21.00	Library	Miscellaneous Expenses
21-01-2020	Payment: Worldpay (UK) Ltd	Direct Debit	94267648	£4.82	General Administration	Miscellaneous Expenses
21-01-2020	Payment: Worldpay (UK) Ltd	Direct Debit	94267648	£32.99	General Administration	Miscellaneous Expenses
21-01-2020	Payment: Worldpay (UK) Ltd	Direct Debit	94267648	£107.06	Transport and Plant	Fuel
22-01-2020	Payment: Allstar Business Solutions	Direct Debit	E2012135430	£24,711.75	General Administration	Salaries / Wages
24-01-2020	Salaries - January 2020	BACS		£10.36	Other Parks and Open Spaces	Electricity
24-01-2020	Payment: British Gas	Direct Debit	973466469	£13.75	General Administration	Travel and Subsistence
24-01-2020	Steve Skinner - Travel Expenses	BACS		£146,318.04		

MINUTES of ST AUSTELL TOWN COUNCIL CLIMATE AND ENVIRONMENT COMMITTEE held on MONDAY 20th JANUARY 2020 at the Stable Block, Pondhu House, Penwinnick Road, St Austell, PL25 5DP at 6pm.

Present: Councillors: Cohen, Jones, King (Chair), Lanxon, Oxenham, Styles, Thompson and Walker.

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

CE/19/15) Apologies for absence

Apologies for absence were received from Councillors Pearce and Rees.

Councillor Styles advised that he had to leave at 7.15.
Councillor Oxenham and Walker advised that they had to leave at 7.30.

CE/19/16) Declarations of Interest

None.

CE/19/17) Dispensations

The Clerk advised that no requests for dispensations had been received.

CE/19/18) Public Participation

Mrs Earl wished members a happy new year and explained that she really wanted to listen to the business of the committee and had a passion for everyone planting trees.

CE/19/19) Minutes of Meeting held on 30th September 2019

It was **RESOLVED** that the minutes of the meeting held on the 30th September 2019 be approved and signed as a correct record.

CE/19/20) Matters to note

The Clerk advised that he had nothing to add.

CE/19/21) Community Engagement Events

The Clerk advised that community engagement events had been held in the library on the 8th November 2019 and in the Information Centre on the 9th November 2019. The top priorities identified by members of the public attending the library event were:

- Plant more trees
- Lobby central government to change taxation and funding to support climate change initiatives
- lobby Cornwall Council to improve public transport

The event on the 9th November 2019 held workshops and focused on:

- Communication and education
- Green spaces
- Food and consumption

- Energy
- Transport
- Business engagement
- Health and wellbeing
- Carbon reduction and carbon accounting

Members noted the feedback from the events held.

CE/19/22) Climate Change Action Plan

The Clerk introduced a draft Climate Change Action Plan which he explained had been developed to help retain focus on climate change measures. He highlighted the green infrastructure for growth project and explained that this would deliver trees and wildflower areas at a number of Cornwall Council owned sites. He expressed a desire to drive on the production of the open spaces strategy and streamline the process for considering the remaining issues. He also highlighted a number of actions relating to cycling, trees and waste. Other actions outlined included:

- Early proposals for Bethel Park
- Gover Woods
- Electrical charging points
- Photovoltaic panels
- Alternatives to chemical weed spraying

Members highlighted the research being undertaken into biomass/aerobic digester systems for green waste and the importance of preserving trees as well as planting them. The Clerk undertook to investigate the treatment of a parcel of land in Tregonissey Road and Councillor Oxenham offered to share research done with regard to play areas by the Friends of Sandy Hill Park.

Councillor Thompson suggested that the actions on page 7 of the agenda which refer to St Austell Bay Economic Forum (SABEF) should include the words "and other stakeholders to share best practice."

It was **RESOLVED** that the Action Plan be approved subject to the above amendment.

Councillor Thompson expressed concern that the next agenda items did not include reports or recommendations and advised that he felt very uncomfortable about making decisions on these matters without prior notice of Councillor King's intentions. Councillor King advised that he hoped that there would be a debate on each of the items listed and that some potential projects would be identified. He anticipated that there would not be a final decision on any of the items.

CE/19/23) Carbon Accounting – At the request of Councillor King

Members discussed the issues surrounding the measurement of a carbon footprint and the difficulties associated with introducing carbon accounting. Members noted that there were arguments for calculating a carbon footprint for the Town Council, the Parish of St Austell, St Austell Bay, the St Austell and Mevagissey Community Network Area or the three Community Network areas which are meeting shortly to discuss climate change in mid Cornwall.

Councillor Jones explained that the Helston Climate Action Group had commissioned a calculation of the carbon footprint for the parish of Helston which focussed mainly on domestic carbon generation and that this had been funded through a grant.

Members raised concern with regard to the value for money of employing a consultant to undertake a carbon impact assessment and noted that if Cornwall Council accounted for only 1.5% of the carbon emissions for Cornwall then the Town Council's carbon emissions would only be a tiny fraction of the carbon emissions for St Austell.

Councillor Jones advised that he might be able to produce an estimate for the carbon footprint of St Austell by applying the methodology used in Helston.

Members noted that Cornwall Council were only just recruiting to its carbon neutral team and guidance might be forthcoming from Cornwall Council in due course.

It was agreed that Councillor Jones would examine the Helston calculation methodology and see if it could be simply adapted to St Austell and that the Town Council should take no further action at this time.

CE/19/24) Working Practices – At the request of Councillor King

Councillor King expressed the view that he felt there might be ways of doing things more efficiently and in a more environmentally friendly way. He suggested considering home working and buying a water purifier in place of bottled water. Members discussed the benefits and disadvantages of home working and Councillors Jones and Thompson warned of the dangers of unforeseen consequences from changing working practices. The Clerk explained that regular staff meetings both formal and informal take place and that managers discuss ways of improving working practices with staff on a regular basis. He expressed the view that staff were very engaged in the consideration of climate change and biodiversity matters.

It was suggested that Operation Managers might be able to create a forum to share best practice.

It was **RESOLVED** that the Clerk should investigate the potential for an Operation Managers' Forum for those Managers from larger Councils to share best practice.

CE/19/25) Library – At the request of Councillor King

Councillor King enquired whether the library could be used for talks on topics relating to climate change. Councillor Styles explained the practice that the voluntary group leading on climate change in Clifton had adopted with regular speakers once a month on specific issues.

The Clerk explained that exhibitions and drop in sessions would work well within the library during daytime hours but it was most likely that talks would have to be carried out in the evenings and staff paid to be present to help manage the activity. There was a suggestion that the premises occupied by Young People Cornwall could be used for this purpose. Councillor Walker suggested that there was a need for an advice service as currently people had nowhere to go for advice on climate change issues.

It was **RESOLVED** that officers should explore the creation of a Climate Change information and signposting service in the library and the possibility of nominating a Climate Champion.

Councillor Lanxon left the meeting

CE/19/26) Engaging with schools – At the request of Councillor King

Councillor Walker tabled a paper that he had produced shortly before the meeting with a suggestion for a competition relating to climate change for primary and secondary school pupils. He suggested that the competition could be managed by Members.

It was **RESOLVED** to give this matter further thought and discuss it again at the next meeting of the Committee.

CE/19/27) Alternatives to fossil fuels transport – At the request of Councillor King

Councillor King advised that he wished to defer this item.

CE/19/28) Cornwall Council Community Network – Climate Change Workshop

Councillor King advised that a climate change workshop had been arranged on the 30th January 2020 by Cornwall Council's Community Link Officers for the three community network areas in mid and south Cornwall. He encouraged all Councillors who were interested to attend. Councillors Cohen, Jones, King, Styles, Thompson and Walker all advised that they hoped to attend the workshop.

CE/19/29) Project Update

The Clerk provided an update on a range of environmental projects including:

- Lostwood Community Garden
- Thornpark Road Park
- Tree planting
- Weed spraying
- Allotments
- Woodland Close park improvements
- Re-cycling arrangements

CE/19/30) Dates of Meetings

It was agreed that the next meeting of the Climate and Environment Committee would take place on Monday, 16th March 2020 at 6.00pm.

The meeting closed at 7.33pm.

MINUTES of a MEETING of ST AUSTELL TOWN COUNCIL PLANNING AND REGENERATION COMMITTEE held on MONDAY 6th JANUARY 2020 in the Stable Block at Pondhu House, Penwinnick Road, St Austell, PL25 5DP at 6pm.

Present: Councillors: Bishop, King (Chair), Lanxon, Leonard, Oxenham, Palmer, Styles and Thompson.

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

Also in attendance: Councillor Heyward.

P/19/98) Apologies for absence

Apologies for absence were received from Councillors: Colwill, Jones, Pearce and Walker.

In the absence of Councillor Walker, Councillor King took the Chair.

P/19/99) Declarations of Interest

None.

P/19/100) Dispensations

None.

P/19/101) Minutes from the Meeting dated 9th December 2019

It was **RESOLVED** that the minutes of the meeting held on the 9th December 2019 be approved and signed as a correct record.

P/19/102) Matters to note

None.

P/19/103) Public participation

There were no members of the public present.

P/19/104) John Hodkin – Eco-Bos

The Chairman welcomed Mr Hodkin and Mr Baulch to the meeting.

Mr Hodkin advised that he is working for Eco Bos as a community and stakeholder liaison and wanted to bring to the early attention of the Town Council the reserved matters planning application that is currently with Cornwall Council for verification. He clarified that the school is not part of this application and would be dealt with separately.

Mr Baulch advised that the application is the first phase of housing consisting of 169 properties (predominantly three-bedroom properties) and the school access. The houses will be built off the large roundabout to create a prominent gateway along with an extension of the existing footpaths and trails to create an East/West link across the site.

Mr Baulch advised that the properties are being built for sustainability with a low carbon output and that designs would evolve over time as technology progresses. He confirmed that they have outline planning for 1500 homes and approved reserved matters for a revised village centre and that a separate planning application for the school would be put in by the Department for Education shortly.

The houses will be predominantly south facing family homes with generous gardens, some roof decks and provision for a small green space with a play area. The backs of the gardens will have hedges where possible to create a garden village feel.

Mr Hodkin advised that they are aiming to start on site in February 2020 with a sales office up and running in January 2021 and the school opening in September 2021.

Arising from Members questions, Mr Hodkin advised that:

- The site build out delays are due to the thorough ecology and groundwork investigations;
- There are still plans for a medical centre on site;
- More bungalows will possibly be built (4 at the present time) if the demand is there.

P/19/105) Planning Applications

- i. **PA19/08631:** 17 Porthpean Road St Austell Cornwall PL25 4PJ. Pave over front garden and remove the front wall to create parking at front of house.

It was **RESOLVED** to make no objection to this application subject to a condition requiring the installation of a dropped kerb.

- ii. **PA19/09225:** Kernow Veor Carclaze Road St Austell PL25 3TA. The approval of the reserved matters (appearance, landscaping, layout and scale) following approval of outline application PA16/11319 at Appeal (APP/D0840/W/17/31847210) and discharge of conditions No. 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16 and 17 of the Appeal decision.

Members noted that the application was within the Parish of Treverbyn close to the Town Council boundary and that outline planning for the development had been won at appeal.

General concern was expressed with regard to the density of the development, the insufficient open space proposed and the police concerns with regard to the childrens' play area.

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

- Overdevelopment
- Inadequate open space
- The Police concerns regarding the children's play area
- Lack of a noise report

- iii. **PA19/09675:** Land North Of 75 Treverbyn Road St Austell Cornwall PL25 4EW. Outline application for 10 self-build plots with all matters reserved.

Members noted that the application is within the Parish of Treverbyn close to the Town Council boundary on the top corner of the northern expansion site. The Clerk read out a statement from Councillor Bull who expressed concern that this proposal could lead to further development on land which the Town Council had worked hard to protect. He advised that Treverbyn Parish Council had objected to the application. During discussion, Members raised the following concerns:

- Highways issues/access to the site
- Lack of ownership for access to the site
- Loss of Cornish hedges
- The loss of green space between St Austell and Treverbyn
- Drainage issues in the area
- The density of the development
- The site having been previously been rejected for housing in the Cornwall Council Strategic Housing Land Availability Assessment (SHLAA) process.

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

- Highways/access arrangements
- The loss of Cornish hedges
- Density of the proposed development
- Loss of green buffer between Carclaze and Scredda
- Lack of demonstrable need for self-build plots
- Drainage issues in the area
- The site having previously been rejected for housing in the Cornwall Council Strategic Housing Land Availability Assessment (SHLAA) process

- iv. **PA19/10846:** 14 Fore Street St Austell PL25 5EL. Advertisement consent for replacement of existing ATM header signage.

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

- v. **PA19/10923:** 49 Treverbyn Road, St Austell, PL25 4EP. Demolition of sub-standard dwelling and outbuildings and erection of two replacement dwellings.

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

P/19/106) Premises Licence Applications

None.

P/19/107) Planning Decisions

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

P/19/108) Cornwall Council – Urgent Delegated Planning Decisions

The Clerk drew Members' attention to three planning applications which under the 5 day protocol it had been "agreed to disagree" with the recommendations of the Planning Officer and not pursue the applications to Committee.

P/19/109) Health Contributions Guidance Note

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

P/19/110) Dates of Meetings

It was noted that the dates of the next meetings of the Planning and Regeneration Committee are Monday 10th February 2020 and Monday 9th March 2020.

The meeting closed at 7.05pm.