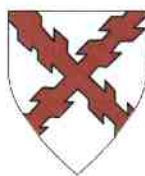


St Austell Town Council

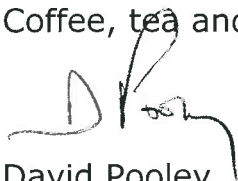


To: All Members of St Austell Town Council

Dear Councillor

You are summoned to attend the **Meeting** of **St Austell Town Council** to be held in the Stable Block, Pondhu House, Penwinnick Road, St Austell, Cornwall, PL25 5DP on **Monday 23rd March 2020** at **6pm**.

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



David Pooley
Town Clerk

18th March 2020

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

AGENDA

1. Apologies for absence

(Purpose: To accept apologies for non-attendance).

2. Declarations of interest and gifts or hospitality received.

(Purpose: To receive declarations of Members' interests and gifts or hospitality received).

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 3rd February 2020

**Pages
1 to 6**

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

5. Matters to note

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

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

6. Mayor's announcements

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

7. Public Participation

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

8. Emergency Plan

(Purpose: To consider contingency plans in the light of the coronavirus pandemic). (Report to follow).

9. Risk Management

**Pages
7 to 10**

(Purpose: To receive additional risk register pages prepared at the request of the Finance and General Purposes Committee – Minute F/19/62 refers). (Attached).

10. Schedule of Payments

**Pages
11 to 16**

(Purpose: To receive a schedule of payments from 25th January 2020 to 13th March 2020). (Attached).

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- 11. Finance and General Purposes Committee** **Pages 17 to 22**
(Purpose: To note the minutes of the Finance and General Purposes Committee meeting held on 24th February 2020).
- 12. Community Committee** **Pages 23 to 30**
(Purpose: To note the minutes of the Community Committee meeting held on 2nd March 2020).
- 13. Planning and Regeneration Committee** **Pages 31 to 42**
(Purpose: To note the minutes of the Planning and Regeneration Committee meetings held on 10th February and 9th March 2020).
- 15. Dates of Meetings**
(Purpose: To note the date of the Annual Parish Meeting on the 5th March 2020 and the next Town Council Meeting - Monday 11th May 2020).
- In the light of the coronavirus, it is highly unlikely that these meetings will go ahead. The Clerk will advise Members of any future dates as and when the current restrictions permit.**
- 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.*

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 the MEETING of ST AUSTELL TOWN COUNCIL held on MONDAY 3rd FEBRUARY 2020 in the Council Chamber, St Austell Information Centre, Penwinnick Road, St Austell, Cornwall, PL25 5DR at 6.05pm.

Present: Councillors: Bishop, Brown, Cohen, French, Hanlon, Heyward, King, Lanxon, Oxenham, Palmer, Pearce, Rees, Styles (Mayor), Thompson and Walker.

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

C/19/125) Apologies for Absence

Apologies for absence were received from Councillors Bull, Colwill, Jones, Leonard and Pears.

Councillors King and Palmer advised that they had to leave at 7.30pm.

C/19/126) Declarations of interests and gifts or hospitality received

There were no declarations of interest.

C/19/127) Dispensations

There were no requests for a dispensation.

C/19/128) Minutes of Meeting held on 16th December 2019

It was **RESOLVED** that the minutes of the meeting held on the 16th December 2019 be approved and signed as a correct record.

C/19/129) Matters to Note

The Clerk advised that further to minute number C/19/116 regarding the Community Governance Review, Councillors Styles and King were due to meet with Treverbyn Parish Council on the 4th February 2020 to discuss the land in the Boscoppa/Carclaze area. He also advised that Cornwall Council had arranged a drop-in session for members of the public to meet officers at 6pm on Wednesday 26th February 2020 which would be followed by a public meeting at 7pm in the Council Chamber at Cornwall Council's St Austell Office.

C/19/130) Mayor's announcements

The Mayor advised that he had undertaken a number of care home visits since the last meeting and attended the Liskeard Civic Service. He had engagements coming up shortly at Launceston and Saltash Town Councils.

C/19/131) Public Participation

Mrs Earl advised that she thought that the trees proposed in the Trewiddle development were disappointing and felt that there should be more trees within the scheme. She suggested that it was important for community groups to be involved with SABEF projects and that it would be nice if they were featured in the garden town festival.

The Mayor advised Mrs Anne Double that he would allow her to speak under agenda item 10 when this item was considered.

C/19/132) Members' questions

None.

Councillor Brown arrived during this item

C/19/133) Darren Hawkes, St Austell Bay Economic Forum

The Mayor welcomed Darren Hawkes from St Austell Bay Economic Forum (SABEF) to the meeting.

Mr Hawkes explained that work had started on planting the grass verge next to Mount Charles roundabout and the Porthpean Road junction. Powder coated steel benches were proposed for the site on the junction to Charlestown and it was hoped to move the anchor currently on the roundabout to a place near the monkey puzzle tree and install an information board.

He explained the design proposed for the Mount Charles roundabout and showed images to illustrate what the roundabout would look like. It was anticipated that the design would be implemented in the summer.

Mr Hawkes advised that traffic management arrangements have been made for the week commencing 2nd March 2020 for the wildflower turf and seeding of the grass verge on the A391. Work would commence at about the same time on the five roundabouts from Carludon to Trethurgy junction and the Brit roundabout. Each roundabout would have a different design but would incorporate silver birch trees.

Mr Hawke showed proposals for the design of land adjacent to Pinetum Lodge, known originally as "donkey field" but now being re-named "Porthloor Gardens". It was anticipated that this would incorporate 13 magnolias and be completed by September in time for the Tour of Britain cycle race.

Additional projects being considered were:

- Wildflower meadow at Holmbush opposite Lidl;
- Land outside the Council offices in Penwinnick Road;
- Cosgarne Triangle;
- Working with Cosgarne residents to design and build a new garden within the grounds of Cosgarne House;
- Working with Young People Cornwall to create a garden at The House Youth Centre.

Designs have also been created for the north platform of the railway station which require the support of Cornwall Council and GWR.

Mr Hawkes explained that the Garden Festival would be bigger this year than ever and that a number of mature trees would be brought into White River Place which could be utilised in St Austell after the event.

Members asked a number of questions and commented on a number of issues including:

- The number of silver birch to be planted;
- The use of pesticides/herbicides;
- The importance of Stenalees roundabout and the proposals for changing this roundabout when completing the A30 link road;
- The importance of good communications;
- The types of wildflower seed and turf to be used;
- The experience of Restormel Borough Council with wildflower planting;
- The maintenance requirements for each of the schemes;
- The ability to involve community groups in planting schemes.

C/19/134) Anti-social behaviour

The Clerk provided an update on the work undertaken by staff in relation to anti-social behaviour since the last Council meeting and referred to a report and correspondence circulated previously. He explained that officers and Cornwall Councillors had met with Cornwall Council Directors to discuss the issues relating to the support for individuals with complex needs and homelessness and the increase in begging, anti-social behaviour, rough sleeping and drug related crimes which were being experienced in St Austell as a result of changes to contracts let by Cornwall Council. He explained that the night shelter in High Cross Street should close in early March and that a daytime shelter should open shortly. It was hoped that this would reduce the number of homeless people sitting in shop doorways during the daytime.

The Clerk explained concerns with regard to the safety of the Council's toilet block at Priory Car Park. He advised that the toilet had been closed on five occasions recently due to needles being discarded in the toilets and down the drains. He explained that the Council's independent Health and Safety advisor had suggested that the toilets should be closed for a period of time and that he believed that this would be appropriate given the potential risk to members of the public.

Mrs Double, representing the MP, advised that he was supporting the Town Council and Councillor Heyward with their campaign to reduce anti-social behaviour in the town. She explained some of the complaints that the MP's office had received and some of the measures undertaken by the MP to try to persuade Cornwall Council to review the contracts let in St Austell.

Members raised a number of issues including:

- The effect of national funding decisions;
- The need for a better spread of homelessness and support services across the county;
- The availability of alternative public conveniences in the town centre;
- The complexity of the issues and contracts required and the need to provide appropriate levels of support;
- The poor quality of accommodation and support provided at the cold weather shelter;
- The need to close the public conveniences for a period of time;
- The need for more police in the town centre.

Councillor King left the meeting

It was **RESOLVED** to endorse and support the actions being taken by the Town Clerk and authorise the closure of the toilets with immediate effect for a short period of time to be determined by the Town Clerk.

C/19/135) Members appointed to outside bodies update reports

Councillor Palmer provided an update on the work of the St Austell BID. He advised that their finances were solid and that the BID was undertaking a review of the late night shopping arrangements. He advised that BID members were concerned about ASB and the BID as a result had funded a number of security patrols.

Councillor Palmer advised that he had attended the CALC AGM and that Councillor Brown had provided an excellent presentation on the Community Governance Review. Councillor Palmer advised that the CALC fees were going to increase by 8% and that the Finance and General Purposes Committee would have to consider this in due course.

Councillor Brown advised that St Austell Bay Economic Forum (SABEF) had not met since the last Town Council meeting.

Councillor Lanxon provided an update on the work of the Safer St Austell Group and explained that collection boxes had been placed in a number of shops to encourage individuals to make donations to approved charities rather than give money to beggars. She advised that a number of agencies were now undertaking patrols around the town centre.

Councillor Palmer left the meeting

C/19/136) Cornwall Councillor update reports

Councillor French provided an update on parking matters relating to Merrifield Close.

Councillor Brown provided an update on the recent consultation in relation to dogs on beaches and advised that Cornwall Council's Scrutiny Committee had agreed to some relaxation of the current rules. He advised that the refuse contract had been re-issued following some difficulties in the tender exercise and that modified working arrangements had been agreed. It was hoped that that this would result in higher levels of re-cycling. Councillor Brown advised that the Stadium for Cornwall had received approval by Cornwall Council and that negotiations were continuing with developers and sports clubs. Cornwall Council will shortly be considering its budget options and that there had been a bid made by Councillors for funding for town centres which could benefit St Austell if approved in due course. Councillor Brown advised that the next round of consultation on the Community Governance Review had started and that a number of public meetings were proposed.

Councillor Pearce left the meeting

C/19/137) Schedule of Payments

It was **RESOLVED** that the Schedule of Payments for the period 10th December 2019 to 24th January 2020 totalling £146,318.04 be approved.

C/19/138) Climate and Environment Committee

It was **RESOLVED** that the minutes of the Climate and Environment Committee meeting dated 20th January 2020 be noted.

C/19/139) Planning and Regeneration Committee

It was **RESOLVED** that the minutes of the Planning and Regeneration Committee meeting dated 6th January 2020 be noted.

C/19/140) Dates of Meetings

It was noted that the next Town Council meeting is due to take place on Monday 23rd March 2020.

The meeting closed at 7.54pm.



RISK REGISTER 2020 (to be reviewed February 2021)

TC = Town Clerk, DTC = Deputy Town Clerk, OM = Operations Manager, LM = Library Manager, MSAA = Mayor's Secretary/Administrative Assistant

Finance & General Purposes	
Community	
Planning and Regeneration	
Town Council (SATC)	

7

Risk No.	Risk/Hazard	Who is at risk /Risk category	Probability	Impact	Risk Score	Controls in Place	Risk Owner	Further action
15.2	Loss of Councillors due to illness or self isolation	Councillors	4	4	16	Office cleaning products strengthened. Hand gels, wipes and tissues available at Council meetings. National Guidance monitored.	Town Clerk/Deputy Town Clerk	Councillors may be able to undertake some work from home. Legislative changes may be required to allow the Town Council to function without formal Town Council meetings.
15.2	Need to cease service provision, cancel meetings and close buildings	Staff Councillors Members of the public	4	4	16	Sickness levels and risk levels to be monitored. Advice sought from NALC, CALC and Cornwall Council. Public Health advice published in the noticeboards, at the library and on the website. Assess need for public gatherings and meetings including library activities and events.	Town Clerk/Deputy Town Clerk	Town Council authorisation process being approved. All agreed actions to be widely communicated.

2

Risk No.	Risk/Hazard	Who is at risk /Risk category	Probability	Impact	Risk Score	Controls in Place	Risk Owner	Further action
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15.3	Shortage of supplies/contractors	Staff Councillors Members of the public	3	3	9	Local purchasing to be supported as far as possible	Town Clerk/OM	Stock requirements anticipated as far as possible.
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16.	Climate Change/Extreme Weather							
16.1	Risk of damage to Town Council buildings due to inclement weather	Town Council buildings, parks & open spaces	2	3	6	Regular inspection regime maintained. Weather alerts monitored.	TC/OM	Independent Health and Safety Experts review the Town Council's processes and procedures annually.
16.2	Risk of harm to staff due to inclement weather.	Staff driving to and from work Grounds maintenance staff working outside	2	2	4	Manual staff provided with hats, sunscreen and water in extreme heat and wet weather clothing for wet conditions. Weather conditions monitored and advice given to staff regarding safety.	TC/OM	Independent Health and Safety Experts review the Town Council's processes and procedures annually.
16.3	Loss of trees due to inclement weather.	Members of the public	3	2	6	Trees regularly inspected and maintained.	TC/OM	Annual Tree reports obtained from independent Tree experts and actioned accordingly.

Risk No.	Risk/Hazard	Who is at risk /Risk category	Probability	Impact	Risk Score	Controls in Place	Risk Owner	Further action
16.4	Risk of flooding of Town Council land	Members of the public Property damage	3	2	6	Property regularly maintained and inspected. Small supply of sandbags held.	TC/OM	Independent Health and Safety Experts review the Town Council's processes and procedures annually. Leat regularly inspected at Linear Park. Drainage issues at Poltair Park being addressed.
16.5	Disruption to transport	Members of the public Councillors Staff	3	2	6	Some staff may work from home on occasions.	TC/DTTC	Meetings postponed if disruption is severe.

ST AUSTELL TOWN COUNCIL
COUNCIL MEETING – 23rd MARCH 2020
SCHEDULE OF PAYMENTS
25th JANUARY 2020 to 13th MARCH 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 £128,584.25.

DAVID POOLEY
TOWN CLERK

Payment Schedule
St Austell Town Council
From 25 January 2020 to 13 March 2020

Date	Payee	Payment Method	Reference	Amount	Cost Centre	Account Name
31-01-2020	Cornwall Council - Pensions Jan 2020	BACS		£7,550.66	General Administration	Salaries / Wages
31-01-2020	HMRC - Tax NI Jan 2020	BACS		£6,375.10	General Administration	Salaries / Wages
25-02-2020	Salaries and oncosts - February 2020	BACS	EBP	£38,979.57	General Administration	Salaries / Wages
6-02-2020	Payment: Playsafety Limited	Cheque	3505	£534.00	General Administration	Training
6-02-2020	Payment: Playsafety Limited	Cheque	3505	£145.00	General Administration	Training
11-02-2020	Janine Sargent - Refreshments	Petty Cash	PC145	£8.32	General Administration	Training
11-02-2020	Payment: Simon Fann	BACS	20/02027	£380.00	General Administration	Training
28-01-2020	Payment: St Austell Construction & Renovations	BACS	deposit	£3,333.60	Poltair Park	Repairs / Maintenance Premises
29-01-2020	Payment: Ian Carter Building and Engineering Contractor	Cheque	3500	£194.40	Poltair Park	Repairs / Maintenance Premises
3-02-2020	Payment: Screwfix Direct Ltd	Direct Debit	1037553314	£11.18	Library	Repairs / Maintenance Premises
6-02-2020	Payment: Metro Rod Limited	Cheque	3503	£78.00	Priority Toilets	Repairs / Maintenance Premises
11-02-2020	Payment: APS Construction Services Limited	Cheque	3512	£270.00	Priority Toilets	Repairs / Maintenance Premises
11-02-2020	Payment: APS Construction Services Limited	Cheque	3512	£1,809.00	Other Parks and Open Spaces	Repairs / Maintenance Premises
12-02-2020	Payment: Value Products Limited	Credit Card	CC12.2.20	£37.44	Poltair Park	Repairs / Maintenance Premises
13-02-2020	Payment: Amazon EU S.a.r.l.	Credit Card	CC13.2.20	£7.25	Stable Block/Pondhu House	Repairs / Maintenance Premises
19-02-2020	Payment: Washware Essentials Ltd t/a School Toilets	Credit Card	CC19.2.20	£133.20	Poltair Park	Repairs / Maintenance Premises
24-02-2020	Payment: St Austell Construction & Renovations	Credit Card	CC19.2.20	£7,778.40	Poltair Park	Repairs / Maintenance Premises
24-02-2020	Payment: Restormel Decorators	Cheque	3529	£468.00	Priority Toilets	Repairs / Maintenance Premises
2-03-2020	Payment: Screwfix Direct Ltd	Cheque	3530	£8.38	Library	Repairs / Maintenance Premises
4-03-2020	Payment: Acclaimed Building Services	Direct Debit	1047535009	£210.00	Turo Road Park	Repairs / Maintenance Premises
4-03-2020	Payment: Metro Rod Limited	Cheque	3542	£156.00	The House/Youth Services	Repairs / Maintenance Premises
9-03-2020	Payment: D A Thomas & Son Ltd	Cheque	3543	£8,925.60	Priority Car Park	Repairs / Maintenance Premises
10-03-2020	Payment: Metro Rod Limited	Cheque	3557	£78.00	Library	Repairs / Maintenance Premises
11-03-2020	Payment: SBR Electrical	Cheque	3563	£336.00	Stable Block/Pondhu House	Repairs / Maintenance Premises
11-03-2020	K A Gay - Key cutting - Turo Road bandstand	Petty Cash	PC156	£24.50	Turo Road Park	Repairs / Maintenance Premises
17-02-2020	Payment: Cornwall Council	Direct Debit	802635724-11	£1,146.00	Library	Rates
17-02-2020	Payment: Cornwall Council	Direct Debit	80262013X-11	£5,419.00	Priority Car Park	Rates
28-01-2020	Payment: British Gas	Direct Debit	952819517	£4.27	Other Parks and Open Spaces	Electricity
11-02-2020	Payment: E.ON	Cheque	3511	£245.47	Other Parks and Open Spaces	Electricity
26-02-2020	Payment: British Gas	Direct Debit	955580055	£10.52	Other Parks and Open Spaces	Electricity
9-03-2020	Payment: British Gas	Direct Debit	713317466	£88.71	Priority Toilets	Electricity
10-03-2020	Payment: E.ON	Cheque	3558	£229.63	Other Parks and Open Spaces	Electricity
17-02-2020	Kent County Council	Cheque	G7125203	£208.73	Library	Gas
17-02-2020	Kent County Council	Cheque	G7125193	-£208.73	Library	Gas
17-02-2020	Kent County Council	Cheque	G7125203	£234.22	Library	Gas
17-02-2020	Kent County Council	Cheque	G7055116	-£234.22	Library	Gas
18-02-2020	Payment: Kent County Council	Cheque	3523	£55.83	Library	Gas
18-02-2020	Payment: Kent County Council	Cheque	3523	£130.78	Library	Gas
18-02-2020	Payment: Kent County Council	Cheque	3523	£176.19	Library	Gas
18-02-2020	Payment: Kent County Council	Cheque	3523	£71.82	Library	Gas
18-02-2020	Payment: Kent County Council	Cheque	3523	£321.74	Library	Gas
18-02-2020	Payment: Kent County Council	Cheque	3523	£151.60	Library	Gas
11-02-2020	Payment: Kent County Council	Cheque	3514	£25.45	Library	Water
11-02-2020	Payment: South West Water	Cheque	3514	£36.11	Library	Water
10-03-2020	Payment: South West Water	Cheque	3560	£25.62	Library	Water

10-03-2020	Payment: South West Water	Cheque	3560	£36.26	Library	Water
29-01-2020	Payment: Logical Cleaning Solutions	Cheque	3501	£564.56	Stable Block/Pondhu House	Cleaning & Domestic Supplies
29-01-2020	Payment: Amazon EU S a r.l.	Credit Card	CC29.1.20	£14.47	Stable Block/Pondhu House	Cleaning & Domestic Supplies
4-02-2020	Payment: Rentakill Initial UK Limited	Direct Debit	60016133	£86.42	Stable Block/Pondhu House	Cleaning & Domestic Supplies
4-02-2020	Payment: Rentakill Initial UK Limited	Direct Debit	600009900	£128.42	Stable Block/Pondhu House	Cleaning & Domestic Supplies
11-02-2020	Payment: Elliott Window Cleaning Services	Cheque	3513	£68.00	Library	Cleaning & Domestic Supplies
25-02-2020	Sara Gwilliams - Mugs	Petty Cash	PC149	£14.00	General Administration	Cleaning & Domestic Supplies
26-02-2020	Payment: Logical Cleaning Solutions	Cheque	3534	£564.56	Stable Block/Pondhu House	Cleaning & Domestic Supplies
4-03-2020	Payment: Spot-On Supplies Ltd	Cheque	3545	£136.99	Library	Cleaning & Domestic Supplies
3-02-2020	Payment: Screwfix Direct Ltd	Direct Debit	1032451408	£28.58	Other Parks and Open Spaces	Grounds Maintenance Supplies
3-02-2020	Payment: Screwfix Direct Ltd	Direct Debit	1033959855	£49.98	Other Parks and Open Spaces	Grounds Maintenance Supplies
3-02-2020	Payment: Screwfix Direct Ltd	Direct Debit	1037553306	£29.98	Other Parks and Open Spaces	Grounds Maintenance Supplies
6-02-2020	Payment: Euro Tool Hire and Sales South West Ltd	Cheque	3502	£54.00	Other Parks and Open Spaces	Grounds Maintenance Supplies
6-02-2020	Payment: Masters Skips Ltd	Cheque	3504	£210.00	Other Parks and Open Spaces	Grounds Maintenance Supplies
6-02-2020	Payment: Woodland Trust Ltd	Credit Card	CC6 2.20	£134.95	Other Parks and Open Spaces	Grounds Maintenance Supplies
11-02-2020	Payment: Spot-On Supplies Ltd	Cheque	3510	£37.63	Other Parks and Open Spaces	Grounds Maintenance Supplies
11-02-2020	Payment: Masters Skips Ltd	Cheque	3515	£72.00	Other Parks and Open Spaces	Grounds Maintenance Supplies
11-02-2020	Payment: M A Grigg Ltd	Cheque	3516	£17.09	Other Parks and Open Spaces	Grounds Maintenance Supplies
11-02-2020	Payment: M A Grigg Ltd	Cheque	3516	£40.21	Other Parks and Open Spaces	Grounds Maintenance Supplies
11-02-2020	Payment: M A Grigg Ltd	Cheque	3516	£65.66	Other Parks and Open Spaces	Grounds Maintenance Supplies
11-02-2020	Payment: M A Grigg Ltd	Cheque	3516	£75.29	Other Parks and Open Spaces	Grounds Maintenance Supplies
11-02-2020	Payment: M A Grigg Ltd	Cheque	3516	£10.00	Other Parks and Open Spaces	Grounds Maintenance Supplies
11-02-2020	Payment: M A Grigg Ltd	Cheque	3516	£51.67	Other Parks and Open Spaces	Grounds Maintenance Supplies
11-02-2020	Payment: M A Grigg Ltd	Cheque	3516	£49.37	Other Parks and Open Spaces	Grounds Maintenance Supplies
18-02-2020	Payment: Masters Skips Ltd	Cheque	3521	£210.00	Other Parks and Open Spaces	Grounds Maintenance Supplies
18-02-2020	Payment: D May & Son Ltd	Cheque	3522	£23.70	Other Parks and Open Spaces	Grounds Maintenance Supplies
19-02-2020	Payment: Spot-On Supplies Ltd	Cheque	3525	£40.80	Other Parks and Open Spaces	Grounds Maintenance Supplies
19-02-2020	Payment: Masters Skips Ltd	Cheque	3526	£144.00	Other Parks and Open Spaces	Grounds Maintenance Supplies
19-02-2020	Payment: Glasdon UK Limited	Credit Card	CC19.2.20	£30.90	Other Parks and Open Spaces	Grounds Maintenance Supplies
20-02-2020	Payment: Amazon EU S a r.l.	Credit Card	CC20.2.20	£8.39	Other Parks and Open Spaces	Grounds Maintenance Supplies
24-02-2020	Payment: Euro Tool Hire and Sales South West Ltd	Cheque	3528	£48.96	Poltair Park	Grounds Maintenance Supplies
24-02-2020	Payment: Masters Skips Ltd	Cheque	3531	£120.00	Other Parks and Open Spaces	Grounds Maintenance Supplies
24-02-2020	Payment: Masters Skips Ltd	Cheque	3531	£180.00	Other Parks and Open Spaces	Grounds Maintenance Supplies
26-02-2020	Payment: Pictorial Meadows Ltd	Cheque	3532	£730.00	Other Parks and Open Spaces	Grounds Maintenance Supplies
27-02-2020	K A Gay - Key cutting - shed	Petty Cash	PC152	£32.00	Stable Block/Pondhu House	Grounds Maintenance Supplies
2-03-2020	Payment: Screwfix Direct Ltd	Direct Debit	1046215167	£25.99	Truro Road Park	Grounds Maintenance Supplies
2-03-2020	Payment: Screwfix Direct Ltd	Direct Debit	1046215167	£7.00	Other Parks and Open Spaces	Grounds Maintenance Supplies
2-03-2020	Payment: Screwfix Direct Ltd	Direct Debit	1045257079	£34.98	Other Parks and Open Spaces	Grounds Maintenance Supplies
2-03-2020	Payment: Screwfix Direct Ltd	Direct Debit	1048238598	£21.98	Other Parks and Open Spaces	Grounds Maintenance Supplies
2-03-2020	Payment: Screwfix Direct Ltd	Direct Debit	1047148374	£72.04	Poltair Park	Grounds Maintenance Supplies
2-03-2020	Payment: Screwfix Direct Ltd	Direct Debit	1044527412	£65.99	Poltair Park	Grounds Maintenance Supplies
2-03-2020	Payment: Screwfix Direct Ltd	Direct Debit	1043707581	£43.55	Other Parks and Open Spaces	Grounds Maintenance Supplies
4-03-2020	B Presswell - Key cutting	Petty Cash	PC153	£8.50	Stable Block/Pondhu House	Grounds Maintenance Supplies
9-03-2020	Payment: M A Grigg Ltd	Cheque	3556	£5.93	Other Parks and Open Spaces	Grounds Maintenance Supplies
9-03-2020	Payment: M A Grigg Ltd	Cheque	3556	£76.18	Other Parks and Open Spaces	Grounds Maintenance Supplies
9-03-2020	Payment: M A Grigg Ltd	Cheque	3556	£5.93	Other Parks and Open Spaces	Grounds Maintenance Supplies
9-03-2020	Payment: M A Grigg Ltd	Cheque	3556	£57.05	Other Parks and Open Spaces	Grounds Maintenance Supplies
9-03-2020	Payment: M A Grigg Ltd	Cheque	3556	£47.09	Other Parks and Open Spaces	Grounds Maintenance Supplies
9-03-2020	Payment: M A Grigg Ltd	Cheque	3556	£11.52	Other Parks and Open Spaces	Grounds Maintenance Supplies
9-03-2020	Payment: M A Grigg Ltd	Cheque	3556	£28.80	Other Parks and Open Spaces	Grounds Maintenance Supplies

9-03-2020	Payment: M A Grigg Ltd	Cheque	3556	£9.58 Other Parks and Open Spaces	Grounds Maintenance Supplies
10-03-2020	Payment: Geoff Ham Tree Services	Cheque	3561	£120.00 Other Parks and Open Spaces	Grounds Maintenance Supplies
10-03-2020	Payment: Euro Tool Hire and Sales South West Ltd	Cheque	3562	£117.60 Pollair Park	Grounds Maintenance Supplies
11-02-2020	Payment: Fenland Leisure Products Ltd	Cheque	3519	£146.40 Other Parks and Open Spaces	Play Equipment
26-02-2020	Payment: HAGS-SMP Ltd	Cheque	3533	£510.72 Pollair Park	Play Equipment
11-02-2020	Payment: Steve Skinner	BACS	Expenses Jan	£195.31 General Administration	Travel and Subsistence
6-03-2020	Payment: E McCann	BACS	Expenses Feb 20	£28.80 Library	Travel and Subsistence
11-02-2020	Payment: Cormac Solutions	Cheque	3518	£1,206.20 Transport and Plant	Contract Hire and Operating Leases
26-02-2020	Payment: Cormac Solutions	Cheque	3536	£1,206.20 Transport and Plant	Contract Hire and Operating Leases
2-03-2020	Payment: Siemens Financial Services Limited	Direct Debit	A8968099-1 2020	£282.96 Library	Contract Hire and Operating Leases
10-03-2020	Payment: Cormac Solutions	Cheque	3559	£1,206.20 Transport and Plant	Contract Hire and Operating Leases
29-01-2020	Payment: Allstar Business Solutions	Direct Debit	E2012168870	£155.95 Transport and Plant	Fuel
5-02-2020	Payment: Allstar Business Solutions	Direct Debit	E2012187882	£121.84 Transport and Plant	Fuel
12-02-2020	Payment: Allstar Business Solutions	Direct Debit	E2012235126	£119.21 Transport and Plant	Fuel
26-02-2020	Payment: Allstar Business Solutions	Direct Debit	E2012266144	£77.46 Transport and Plant	Fuel
4-03-2020	Payment: Allstar Business Solutions	Direct Debit	E2012297525	£102.50 Transport and Plant	Fuel
11-02-2020	Payment: Allstar Business Solutions	Direct Debit	E2012329946	£183.83 Transport and Plant	Fuel
11-02-2020	Payment: Vincent Tractors Ltd	Cheque	3509	£464.70 Transport and Plant	Repairs/ Maintenance-Vehicles/Plant
11-02-2020	Payment: Cormac Solutions	Cheque	3518	£215.20 Transport and Plant	Repairs/ Maintenance-Vehicles/Plant
25-02-2020	Payment: B Presswell	Petty Cash	PC150	£43.99 Transport and Plant	Repairs/ Maintenance-Vehicles/Plant
25-02-2020	Payment: B Presswell	Petty Cash	PC151	£8.00 Transport and Plant	Repairs/ Maintenance-Vehicles/Plant
2-03-2020	Payment: Steve Andrews Tyres Ltd	Cheque	3540	£26.30 Transport and Plant	Repairs/ Maintenance-Vehicles/Plant
6-02-2020	Payment: Lyreco UK Limited	Cheque	3506	£92.64 Library	Office Supplies
20-02-2020	Payment: Amazon EU S.a.r.l.	Credit Card	CC20.2.20	£14.79 General Administration	Office Supplies
20-02-2020	Payment: Amazon EU S.a.r.l.	Credit Card	CC20.2.20	£25.00 General Administration	Office Supplies
2-03-2020	Payment: Lyreco UK Limited	Cheque	3539	£7.27 Library	Office Supplies
3-02-2020	Payment: BT	Direct Debit	M044 BP	£142.06 General Administration	IT / Communications
3-02-2020	Payment: BT	Direct Debit	M045&U	£477.00 General Administration	IT / Communications
5-02-2020	Payment: Xero (UK) Ltd	Credit Card	CC5.2.20	£28.80 General Administration	IT / Communications
11-02-2020	Payment: ObjectiveIT Services	BACS	0002845	£429.48 General Administration	IT / Communications
12-02-2020	Payment: EE Limited	Direct Debit	V01720123132	£110.04 General Administration	IT / Communications
12-02-2020	Payment: EE Limited	Direct Debit	V01720123132	£18.00 General Administration	IT / Communications
3-03-2020	Payment: BT	Direct Debit	M045 FF	£142.16 General Administration	IT / Communications
4-03-2020	Payment: Xero (UK) Ltd	Credit Card	CC4.3.20	£28.80 General Administration	IT / Communications
4-03-2020	Payment: BT	Direct Debit	M046 3G	£477.00 General Administration	IT / Communications
6-03-2020	Payment: ObjectiveIT Services	BACS	0002857	£334.26 General Administration	IT / Communications
12-03-2020	Payment: EE Limited	Direct Debit	V01730253447	£103.97 General Administration	IT / Communications
12-03-2020	Payment: EE Limited	Direct Debit	V01730253447	£18.00 General Administration	IT / Communications
26-02-2020	Payment: ITEC	Cheque	3535	£98.50 General Administration	Printing and Stationery
27-02-2020	Payment: AD Sales Limited T/A Newquay & St Austell Voice	Cheque	3538	£180.00 General Administration	Publicity
6-02-2020	Payment: M-R-S Communications Ltd	Cheque	3507	£78.00 Misc. Projects/Grants	Small Grants Scheme
9-03-2020	Payment: Cornwall Air Ambulance Trust	Cheque	3546	£250.00 Misc. Projects/Grants	Small Grants Scheme
9-03-2020	Payment: St Austell Amateur Operatic Society	Cheque	3547	£750.00 Misc. Projects/Grants	Small Grants Scheme
9-03-2020	Payment: SALSA (St Austell Library Support Association)	Cheque	3548	£250.00 Misc. Projects/Grants	Small Grants Scheme
9-03-2020	Payment: St Austell District ASC	Cheque	3549	£500.00 Misc. Projects/Grants	Small Grants Scheme
9-03-2020	Payment: 4FS Youth Dance	Cheque	3550	£250.00 Misc. Projects/Grants	Small Grants Scheme
27-01-2020	Payment: Biffa Waste Services Ltd	Direct Debit	522C10079	£223.31 Other Parks and Open Spaces	Contract Payments
27-01-2020	Payment: Biffa Waste Services Ltd	Direct Debit	522C10085	£15.30 Library	Contract Payments
11-02-2020	Payment: G4S	Cheque	3517	£747.55 Priory Car Park	Contract Payments
11-02-2020	Payment: G4S	Cheque	3517	£71.88 Library	Contract Payments

18-02-2020	Payment: Cornwall Council	Cheque	3520	£390.05	Priory Car Park	Contract Payments
19-02-2020	Payment: Lanhydrock Garden Services Ltd	Cheque	3524	£516.00	Public Rights of Way	Contract Payments
24-02-2020	Payment: Biffa Waste Services Ltd	Direct Debit	522C17788	£196.18	Other Parks and Open Spaces	Contract Payments
24-02-2020	Payment: Biffa Waste Services Ltd	Direct Debit	522C17799	£88.42	General Administration	Contract Payments
27-02-2020	Payment: Andy Ingfield	Cheque	3537	£510.00	Other Parks and Open Spaces	Contract Payments
28-02-2020	Payment: Cormac Solutions	Cheque	IN098181	£890.57	Library	Contract Payments
28-02-2020	Payment: Cormac Solutions	Cheque	IN097691	£1,620.50	Priory Toilets	Contract Payments
28-02-2020	Payment: Cormac Solutions	Cheque	IN097967	£890.57	Library	Contract Payments
28-02-2020	Payment: Cormac Solutions	Cheque	IN098379	£1,620.50	Priory Toilets	Contract Payments
28-02-2020	Payment: Cormac Solutions	Cheque	IN097926	£1,620.50	Priory Toilets	Contract Payments
28-02-2020	Payment: Cormac Solutions	Cheque	IN097570	£1,620.50	Priory Toilets	Contract Payments
28-02-2020	Payment: Cormac Solutions	Cheque	IN097589	£890.57	Library	Contract Payments
28-02-2020	Payment: Cormac Solutions	Cheque	IN097708	£890.57	Library	Contract Payments
28-02-2020	Payment: Cormac Solutions	Cheque	IN098304	£890.57	Library	Contract Payments
28-02-2020	Payment: Cormac Solutions	Cheque	IN098170	£1,620.50	Priory Toilets	Contract Payments
4-03-2020	Payment: PJJ Security Ltd	Cheque	3544	£268.80	Library	Contract Payments
4-03-2020	Payment: PJJ Security Ltd	Cheque	3544	£33.00	Stable Block/Pondhu House	Contract Payments
6-03-2020	Payment: Cornwall Tree Consultancy	BACS	#95CTC0819	£1,874.95	Other Parks and Open Spaces	Contract Payments
9-03-2020	Payment: Andy Ingfield	Cheque	3551	£180.00	Other Parks and Open Spaces	Contract Payments
9-03-2020	Payment: Garden Services (SW) Ltd	Cheque	3554	£480.00	Other Parks and Open Spaces	Contract Payments
9-03-2020	Payment: TClarke Contracting Ltd	Cheque	3555	£42.53	Stable Block/Pondhu House	Contract Payments
9-03-2020	Payment: GB Tool Hire Ltd	Cheque	3553	£150.66	Other Parks and Open Spaces	Protective Clothing
28-01-2020	Payment: Xpress News	BACS	1293-200104	£64.28	Library	Miscellaneous Expenses
29-01-2020	Payment: Amazon EU S a r.l.	Credit Card	CC29.1.20	£16.89	General Administration	Miscellaneous Expenses
30-01-2020	Payment: Amazon EU S a r.l.	Credit Card	CC30.1.20	£6.40	General Administration	Miscellaneous Expenses
10-02-2020	Payment: South West in Bloom	Credit Card	CC10.2.20	£40.00	General Administration	Miscellaneous Expenses
11-02-2020	P Matthews - Car park refund	Petty Cash	PC144	£1.50	Priory Car Park	Miscellaneous Expenses
11-02-2020	Payment: Xpress News	BACS	1293-200201	£77.02	Library	Miscellaneous Expenses
12-02-2020	Steve Skinner - Milk	Petty Cash	PC146	£1.09	General Administration	Miscellaneous Expenses
12-02-2020	Sara Gwilliams - Milk	Petty Cash	PC147	£1.09	General Administration	Miscellaneous Expenses
17-02-2020	NatWest - Bank Charges	Direct Debit	98478472	£35.10	General Administration	Miscellaneous Expenses
19-02-2020	Payment: Worldpay (UK) Ltd	Direct Debit	98478472	£21.00	Library	Miscellaneous Expenses
19-02-2020	Payment: Worldpay (UK) Ltd	Direct Debit	98314665	£2.04	Library	Miscellaneous Expenses
19-02-2020	Payment: Worldpay (UK) Ltd	Direct Debit	98314665	£19.14	General Administration	Miscellaneous Expenses
19-02-2020	Payment: Worldpay (UK) Ltd	Direct Debit	98314665	£32.99	General Administration	Miscellaneous Expenses
25-02-2020	Janine Sargent - Donuts - Thorpark Pocket Parks tree planting	Petty Cash	PC148	£3.16	Other Parks and Open Spaces	Miscellaneous Expenses
25-02-2020	Janine Sargent - Milk	Petty Cash	PC148	£0.89	General Administration	Miscellaneous Expenses
4-03-2020	K A Gay - Biscuits	Petty Cash	PC154	£7.90	General Administration	Miscellaneous Expenses
6-03-2020	Payment: Xpress News	BACS	1293-200229	£77.47	Library	Miscellaneous Expenses
6-03-2020	Payment: Eden Springs UK Ltd	BACS	314155441	£264.56	Library	Miscellaneous Expenses
9-03-2020	Payment: Knightor Ltd	BACS	265	£940.00	Civic Ceremonial	Miscellaneous Expenses
11-03-2020	K A Gay - Milk and biscuits	Petty Cash	PC155	£5.90	General Administration	Miscellaneous Expenses
12-03-2020	Payment: Andy Marshall	BACS	Civic Dinner 13.3.20	£300.00	Civic Ceremonial	Miscellaneous Expenses
12-03-2020	Payment: Knightor Ltd	BACS	266	£57.00	Civic Ceremonial	Miscellaneous Expenses
13-03-2020	Various - Car Park Refund	Petty Cash	Voucher 157	£2.40	Priory Car Park	Miscellaneous Expenses
14-02-2020	HMRC - VAT Payment Dec Qtr	Direct Debit		£6,316.01		VAT
				£128,584.25		

MINUTES of a MEETING of the FINANCE AND GENERAL PURPOSES COMMITTEE held on MONDAY 24th FEBRUARY 2020 in the Stable Block, Pondhu House, Penwinnick Road, St Austell, PL25 5DP at 6pm.

Present: Councillors: Brown, Cohen, Colwill, French, Jones (Chair), King, Lanxon, Oxenham, Palmer and Rees

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

F/19/51) Apologies for absence

Apologies for absence were received from Councillors: Bishop, Styles and Walker.

Councillor Lanxon advised that she needed to leave the meeting at 7.10pm and Councillors French and Oxenham advised that they needed to leave the meeting at 7.30pm.

F/19/52) Declarations of Interest

There were no declarations of interest.

F/19/53) Dispensations

There were no requests for dispensations.

F/19/54) Minutes of meeting held on 11th November 2019

It was **RESOLVED** that the minutes of the meeting held on the 11th November 2019 be approved and signed as a correct record.

F/19/55) Matters to Note

The Clerk advised that he had nothing to add.

F/19/56) Public participation

There were no members of the public present.

Councillor Cohen arrived during the next item

F/19/57) Ellis Whittam – Annual Audit

The Clerk advised that the Town Council's independent Health and Safety advisors had recently reviewed the Town Council's health and safety records/procedures and had identified the following actions:

Recommendation: Consider installing blue lights to discourage the injection of drugs in the toilets.

The Clerk advised that Addaction and Safer Cornwall do not recommend the installation of blue lights as it could disadvantage somebody who genuinely needed to inject themselves in the toilets for medical reasons.

Recommendation: Chainsaw procedures - update of method statement regarding the role of second person.

Agreed - Operations Manager to action.

Recommendation: Clarity on mowing arrangements at Penmere Road

Agreed – Operations Manager to action.

Recommendation: Label maximum time use on all vibrating tools

Agreed – Operations Manager to action.

Recommendation: Recording COSHH reviews on risk assessments

Agreed – Operations Manager to action.

Recommendation: Fixed wiring test to be completed for Priory Car Park

Agreed – Operations Manager to action.

Recommendation: Ensure that Cornwall Council sign off the condition of asbestos in the library

This has been outstanding since December and has been escalated to Senior Officers within Cornwall Council. Clerk to chase up.

It was **RESOLVED** to note the report and thank the Operations Manager for his excellent health and safety work.

F/19/58) Member/Officer Relations Protocol

Members reviewed the document and felt that “and/or the mayor” should be added to paragraph 5.5.

It was **RESOLVED** that the Member/Officer Relations Protocol be approved subject to paragraph 5.5 being amended to read as follows:

If a Councillor is dissatisfied with the conduct, behaviour or performance of the Clerk or another employee, the matter should be raised with the Clerk **and/or the Mayor** in the first instance. If the matter cannot be resolved informally, it may be necessary to invoke the Council’s disciplinary procedure.

F/19/59) Communications Protocol

The Clerk advised that he had added two paragraphs (viii) and (ix) relating to the Town Council’s website and facebook to the protocol.

During discussion Members agreed that paragraphs D (ii), E (iv) and E (v) should be amended.

It was **RESOLVED** that the Communications Protocol be approved subject to

Paragraph D (ii) being amended to read as follows:

A copy of outgoing correspondence relating to the Council, **Council business** or a Councillor's role within it, **where relevant**, should be sent to the Clerk, and it be noted on the correspondence eg "copy to Clerk" so that the recipient is aware that the Clerk has been advised.

Paragraph E (iv) being amended to read as follows:

E-mails:

- Instant replies should not be expected from the Clerk (reasons for urgency should be stated);
- Information to Councillors should normally be directed via the Clerk;
- E-mails from Councillors to external parties **where relevant** should be copied to the Clerk;
- Councillors should acknowledge their e-mails when requested to do so.

Paragraph E (v) being amended to read as follows:

Meetings with the Clerk or other officers:

- Wherever possible an appointment should be made;
- Meetings should be relevant to the work of that particular officer;
- **Councillors should be clear that all matters are legitimate council business.**

F/19/60) Complaints Procedures

The Town Clerk advised that over the last 10 years very few complaints have been received by the Town Council and that the "Abusive, Persistent or Vexatious, Complaints and Complainants" Policy had never been invoked.

It was **RESOLVED** that the complaints procedures be re-approved.

F/19/61) Treasury Management

The Clerk advised that he had reviewed the Treasury Management Strategy and suggested that the Council's no borrowing and low risk investment approach, as outlined in the Strategy should remain.

It was **RESOLVED** that the Treasury Management Strategy be approved.

F/19/62) Risk Management

Members noted the updated Strategy and Risk Register and suggested that further risks relating to climate change and a pandemic be added.

It was **RECOMMENDED** that the Risk Management Strategy and Risk Register be approved subject to the Clerk adding risks relating to climate change and a pandemic.

F/19/63) Members' Internal Audit Report

The Clerk thanked Councillor Jones for carrying out the Members' Internal Audit Report and drew Members attention to the three actions identified:

1. All Stable Block staff to change their computer passwords;
2. The need to progress "cyber essentials";
3. Allotment re-possessed due to non-payment of rent. £45 outstanding invoice to be written off.

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

F/19/64) Budget Monitoring Report

The Clerk advised that the budgets are generally on track and that he had no concerns. He highlighted the grant income which was over budget, an underspend on salaries/wages, and a slight overspend on grounds maintenance supplies/play equipment and contract payments. He added that at least one of the vehicles purchased would be paid for out of reserves at the year end.

It was **RESOLVED** to note the budget monitoring report for the period 1st April to 31st January 2020

F/19/65) Poltair Park Café

The Clerk advised that the kitchen had been fitted, the CCTV was due to be installed within the next few days and quotes were being obtained for a hearing loop. Once these items are in place, building control sign off will be sought and the transfer of the café from Cornwall Council to the Town Council completed. He added that the tender documentation had been put on to "contract finder" with a deadline of 14th April 2020 and that quality as well as price would be a consideration when determining the tenders. He advised that it would be helpful to have a small panel of Members to open and evaluate the tenders, one of which should be Councillor Bull as the Cornwall Councillor for the area. If the tender process runs smoothly and an operator is found, the café should be open by mid-May.

It was **RESOLVED** that the Clerk in consultation with Councillors Bull, Palmer and Lanxon be authorised to open, evaluate and accept the most economically advantageous tender for the catering provision at Poltair Café.

F/19/66) Community Governance Review

The Clerk advised that Councillors Styles and King had met with representatives of Treverbyn Parish Council and that a mutual agreement of where the boundaries should be had not been reached. He reminded Members that Cornwall Council are holding a Community Governance Review drop in session at 6pm and public meeting at 7pm on Wednesday 26th February in the Council Chamber, St Austell Information Centre and asked that Members attend to support the Town Council's proposals.

F/19/67) St Austell Library

Members noted the Senior Library Manager's February 2020 newsletter. The Deputy Town Clerk added that the wifi had been upgraded in the building and that SALSA are busy putting a programme of events together for the Tour of Britain. She advised that the central book display in the library during February related to climate change and that drop in sessions to speak to the Police/Anti-Social Behaviour Case-worker had commenced. She added that the officers are reviewing the Library Specification with Cornwall Council and that it is hoped to strengthen Cornwall

Council's commitment to maintain the building within the document as some building maintenance works have been outstanding since December.

F/19/68) Dates of next meeting

It was noted that the next meeting of the Finance and General Purposes Committee is due to take place on Monday 6th April 2020.

The meeting closed at 7.19pm.

MINUTES of ST AUSTELL TOWN COUNCIL COMMUNITY COMMITTEE held on MONDAY 2nd MARCH 2020 at the Stable Block, Pondhu House, Penwinnick Road, St Austell, PL25 5DP at 6pm.

Present: Councillors: Brown, Bull, Cohen, Hanlon, Heyward, Jones, Leonard, Pearce, Pears, Rees, Styles and Thompson.

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

CC/19/50) Apologies for absence

There were no apologies for absence.

Councillor Brown advised that he needed to leave the meeting at 6.45pm and Councillor Pears advised that he needed to leave the meeting at 7pm.

CC/19/51) Declarations of Interest

Councillor Jones declared an interest in agenda item 12 (Small Grants Scheme – Cornwall Air Ambulance) by virtue of knowing the grant applicant.

The Town Clerk declared an interest in agenda item 12 (Small Grants Scheme – Cornwall Air Ambulance) by virtue of knowing the Chairman of the organisation.

CC/19/52) Dispensations

There were no requests for dispensations received.

CC/19/53) Minutes of the Meeting held on the 2nd December 2019

It was **RESOLVED** that the minutes of the meeting held on the 2nd December 2019 be approved and signed as a correct record.

CC/19/54) Matters to note

The Clerk advised that further to minute number CC/19/43, two additional community groups, ABC Residents Association and Gover Valley Residents Association had entered this year's Its Your Neighbourhoods Competition.

Councillor Heyward advised that the Gover Valley Residents Association had withdrawn their application.

It was **AGREED** that the Deputy Town Clerk would contact the lead Member of the Association to confirm that they had withdrawn their application.

Further to minute number CC/19/48 a foam and hot water treatment weed killing trial is due to take place in Poltair Park, Truro Road Park, Priory Car Park and the Library grounds during the 2020/21 weedspraying season.

CC/19/55) Public Participation

It was agreed that the members of the public present could speak when their agenda item was being discussed.

CC/19/56) Dave Monk, Liaise Officer – National Trading Standards Illegal Money Lending Team

The Chairman welcomed Mr Monk from the National Trading Standards, Illegal Money Lending Team to the meeting.

Mr Monk advised that for the period 1st January to 30th June 2019, Devon and Cornwall had the highest number of loan sharks arrested for any region of England and clarified that a loan shark is someone who lends money in the course of a trade or business without having the correct permission from the Financial Conduct Authority (FCA). He added that it has nothing to do with a high APR or interest rate, bullying or harassment. It is simply not having the correct permission.

It is estimated that 310,000 UK households are using illegal money lenders with loan sharks targeting 10 to 20 year olds and the over 65's (especially homeowners). 62% of victims are on benefits and 70% in rented accommodation. The average loan is £3,500, with an average repayment of £11,000. One victim borrowed £75 and repaid £13,000. 51% of victims have a total income of less than £20,000 and 85% have a total income of less than £30,000. He added that loan sharks rarely advertise as they find clients by word of mouth and 90% of victims know that the loan shark is a loan shark.

Mr Monk advised that his presentation, included the contact details for the National Hotline, website and his e-mail address which he would e-mail to the Town Clerk. He thanked Members for listening and urged everybody to be vigilant and spread the word.

The Chairman and Members thanked Mr Monk for his very interesting and thought provoking presentation.

CC/19/57) Small Grants Scheme

In order to assist the members of public present, the Chairman agreed to consider the Small Grant Applications next in the following order:

- St Austell Amateur Operatic Society
- SALSA
- St Austell Swimming Club
- Studio 4 – Home of 4fs youth dance

- Air Ambulance

St Austell Amateur Operatic Society

Steph Houseman advised that St Austell Amateur Operatic Society is 110 years old and that this year's amateur dramatic production is Shrek. She advised that they had won the Cornwall Drama Association top awards for Best Show, Best Ensemble and Best Director for the Adams Family and confirmed that the ticket sales are up on this time last year. Ms Houseman explained that hiring the costumes is the most cost effective way of putting on a show as the cast can perform in high quality costumes and they are not left with clothing that may never be used again.

Members expressed their overwhelming support for St Austell Amateur Operatic Society and expressed a wish to grant them £750 as in previous years.

It was **RESOLVED** to award a grant in the sum of £750 to St Austell Amateur Operatic Society for funding towards their 2020 production of 'Shrek'.

St Austell Library Support Association (SALSA)

Ms Barden explained that as part of the Library's 60th Birthday celebrations in June, SALSA would like to organise a "What your Library Means to you" Project. She explained that it would be opened up to the community and schools invited to design a picture of what the library means to them. There will be 4 age groups, resulting in 12 winners and 12 designs. Once this has been achieved it is hoped that a calendar of the winning designs can be produced and sold for charity. The winning designs will be reproduced on the wall in the library garden.

Members expressed their support for the project and Councillor Leonard offered to be one of the judges.

It was **RESOLVED** to award a grant in the sum of £250 to St Austell Library Support Association (SALSA) for funding towards the "What Your Library means to you" project.

St Austell Swimming Club

Ms Setchell advised that St Austell Swimming Club are looking to purchase new diving blocks as they have become severely damaged and almost not fit for purpose. She stressed the importance of having good diving blocks to allow the swimmers to continue competing with other competitive clubs and provide them with the best opportunity to achieve success out of county.

Arising from a question, Ms Setchell advised that the Swimming Club is separate from the Leisure Centre and that they receive no funding from this source.

Councillor Brown added that he would be willing to support the Swimming Club through his Cornwall Councillor Community Chest Funding.

It was **RESOLVED** to award a grant in the sum of £500 to St Austell Swimming Club for funding towards new diving blocks.

Studio 4 – Home of 4fs youth dance

It was **RESOLVED** to award a grant in the sum of £250 to Studio 4 – Home of 4fs youth dance for funding towards their “The Platform 2020” community dance event.

Councillor Jones and the Town Clerk left the meeting

Cornwall Air Ambulance Trust

It was **RESOLVED** to award a grant in the sum of £250 to Cornwall Air Ambulance Trust for funding towards their “7 more hours, 2 more lives” project.

Councillor Jones and the Town Clerk returned to the meeting

CC/19/58) Bethel Park

The Deputy Town Clerk advised that the Community Project Officer has submitted a pre-application form to the National Lottery for potential funding for Bethel Park. She outlined the following draft proposals which were formulated after consultation with Bishop Bronscombe School and the ABC Residents Association:

- New play equipment
- Adventure trail
- Sensory path
- Improvements to the football pitch

If successful, a full application to the National Lottery will be submitted in the Springtime after further consultation with Bethel Ward Councillors. She explained that a previous application had failed due to a lack of consultation, but it is hoped that the recent Parks and Open Spaces survey and consultation with the school and ABC Residents Association will be viewed favourably.

Members were generally supportive of the proposed improvements but stressed the need to make the park as inclusive as possible.

Councillor Brown outlined a traffic improvement scheme for the junction of Bethel Road and Trenowah Road that he is working on with Cornwall Council and suggested that the Town Council should bear this in mind when submitting the funding application.

It was **RESOLVED** to support in principle the proposed Bethel Park improvement scheme.

Councillor Pears left the meeting

Councillor Brown left during the next item

CC/19/59) Landrew Road – vacant allotment

The Town Clerk advised that there is one vacant allotment at Landrew Road with two further allotments possibly becoming vacant in the near future and suggested that Members might like to consider signing them over to a community group to run as a community garden. He advised that there is no parking or water at the site but that Duana Pearson, currently working with SABEF, had visited the site and had expressed an interest in setting up a community garden. Councillor Bull offered her assistance to help set up and co-ordinate a community gardening group at the Landrew Road allotments.

It was **RESOLVED** in principle to explore the potential to set up a community garden at the Landrew Road allotments.

CC/19/60) Tree Planting Policy

The Clerk advised that the Working Group had approved the draft Tree Planting Policy in principle which once formally approved, would be an Appendix within the Green Open Spaces Strategy.

During discussion, Members raised the following issues:

- The potential to plant silver birch trees to compliment the work of SABEF
- To consider a ratio of 5 new trees for every 1 tree felled
- Make reference to the management of trees within the document
- Consider planting sweet chestnut trees instead of horse chestnut or sycamore trees

It was **RESOLVED** to approve the Tree Planting Policy subject to the following:

1. A paragraph being inserted to advise how the Town Council will manage the trees;
2. Paragraph 6 to be amended to read "where trees are removed from land that is owned or managed by the Town Council, replacement planting will be carried out at a ratio of **5** new trees for every 1 tree felled, where possible;
3. Where possible, sweet chestnut trees to be planted instead of horse chestnut or sycamore trees.

CC/19/61) Tour of Britain – Sunday 6th September 2020

The Deputy Town Clerk advised that so far, the following events have been planned in the Town Council's parks and open spaces:

1. Family Fun Day in Truro Road Park (Councillor Heyward)
2. Family Fun Day in Poltair Park (Stepping Stones Nursery)
3. Family Fun Day in Sandy Hill Park (South Coast Church)
4. A cycling/food and drink event on the front lawn of the library

It is hoped that the St Austell BID/White River Place will organise some events for the town centre including, possibly, the co-ordination of a bike decorating competition for the businesses in the town centre.

Young People Cornwall and Restormel Arts have both expressed an interest in organising something that can be seen from the air.

The Community Link officer is in the process of setting up a forum for networking to allow community groups to link up and help each other during the organisation process.

CC/19/62) Projects Update

The Town Clerk and Deputy Clerk updated Members on the following projects:

CCTV

19 out of the 20 CCTV cameras in the town centre are operational. SSE is working on the one that isn't working properly.

Environmental Projects

- Weather permitting, the grass cutting will start at the beginning of April;
- The wildflower planting, in partnership with SABEF and Cornwall Council starts across the town over the next few months;
- A number of trees have been planted in Woodland Close, Thornpark Road, Sandy Hill, Penmere Road and The Meadows since December 2019;
- 7,500 bulbs have been planted across the town (roundabouts and verges) since September 2019;
- Lostwood and Thornpark Road have both received pocket parks funding with both projects just about complete;

- The Cornwall Council “We’re Watching You” initiative, trialled in Lostwood Gardens has been so successful, the Operations Manager has asked Cornwall Council for additional signage so that he can roll it out to other parks and gardens;
- A temporary member of staff has been recruited to carry out waste management with effect from 1st April 2020. Once the contract has settled down and the exact staff hours to fulfil the duties is known, the post will be reviewed and made permanent;
- The High Street Heroes Funding for wildflower planting on the piece of land outside Poundstretcher was successful and the land will be prepared and seeded over the coming months;
- Weedspray foam trials are due to start in April in Truro Road Park, Poltair Park, Library and Priory Car Park.

Poltair Park

- Safety surfacing work in Poltair Park is due to be carried out in April which when complete will include the installation of a wheelchair friendly roundabout;
- The bridge over the muddy path in Poltair Park has now been completed;
- Poltair Café is nearing completion and tender documentation is on the Government’s contract finder website with a tender return deadline of 12th April 2020. All being well, an operator should be up and running by mid-May.

Truro Road Park

- The bandstand is still being opened and closed each day by Councillors Heyward and Thompson and the broken seat has been repaired.

Toilets

The toilets have re-opened after being closed for a couple of weeks due to anti-social behaviour. Whilst closed, the opportunity was taken to paint the mens toilets. Since re-opening, no anti-social behaviour issues have been reported.

Car Park

- A further section of the car park has been re-surfaced with very little disruption to the users of the car park.

Events

Sunday 7th March 2020

South Coast Church, Family Fun Day, Sandy Hill Park (11am to 4pm)

Saturday 16th May 2020

Stepping Stones, Poltair Park Fun Day

CC/19/63) Dates of Meetings

It was noted that the next meeting of the Community Committee is scheduled for Monday 30th March 2020.

The meeting closed at 7.46pm.

MINUTES of a MEETING of ST AUSTELL TOWN COUNCIL PLANNING AND REGENERATION COMMITTEE held on MONDAY 10th FEBRUARY 2020 in the Stable Block at Pondhu House, Penwinnick Road, St Austell, PL25 5DP at 6pm.

Present: Councillors: Bishop, Colwill, Jones, King, Lanxon, Leonard, Oxenham, Palmer, Pearce, Styles, Thompson and Walker.

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

Also in attendance: Councillor Brown, Bull, Heyward, French and Pears.

P/19/111) Apologies for absence

None.

P/19/112) Declarations of Interest

None.

P/19/113) Dispensations

None.

P/19/114) Minutes from the Meeting dated 6th January 2020

Councillor Oxenham asked that it be noted that during discussion of Planning Application number PA19/09675 she had referred to Cornwall Council's *Cornwall Self and Custom Build Annual Monitoring Report 2019* and had quoted the following sentence from that report:

"In this way, it can be judged that Cornwall Council has exceeded the requirement of 257 self-build plots over the allotted 3 year period."

It was **RESOLVED** that the minutes of the meeting held on the 6th January 2020 be approved and signed as a correct record subject to the above amendment.

P/19/115) Matters to note

None.

P/19/116) Public participation

The Chairman advised that he would allow the members of the public present to speak when their application was being considered and in order to assist would bring agenda items (iii), (ii), (iv) and (viii) forward.

P/19/117) Planning Applications

- (iii) **PA19/10718:** 1 Turnavean Road St Austell PL25 5NX. Front extension and conversion of garage to living accommodation.

It was **RESOLVED** to make no objection to this application subject to the footpath and road being kept clear at all times during the construction works.

- (ii) **PA19/10709:** 15 Carlyon Road St Austell PL25 4LF. Development for up to 6 houses.

The Chair introduced Sue Walters from Situ8 to the meeting.

Ms Walters advised that this was an outline planning application with all matters reserved and that all access points to the development would be considered at a later date, although the host building would keep its own access. She advised that the applicant had commissioned a tree surgeon and that it was a sustainable development that would support the local businesses in Carlyon Road.

Members on balance supported the development of the site but were uncomfortable about the close proximity of one of the proposed access points to the roundabout.

It was **RESOLVED** to make no objection to the principle of the development of the site on the proviso that an alternative access is found, away from the roundabout, and that the trees and roots are protected during the development works.

Councillors Oxenham, Palmer and Thompson voted against this application

- (iv) **PA19/10829:** Higher Trehiddle Farm Lane From Pentewan Road To Higher Trehiddle Farm St Austell PL25 5DA. Construction of seven dwellings (6 three bedroom and 1 four bedroom) following outline approval for 6 dwellings under application PA19/02070.

Mr John Marshall advised that they had received outline planning approval for 6 dwellings with a planning condition for the upgrade of the lane and the creation of a passing place. He advised that this application was now for 7 houses, each of which would have a garage and a space for one car plus the site would have designated visitor spaces. He advised that the site was within walking distance from the town and requested the support of Members.

During discussion, Members felt that as the lane is used by pedestrians, it would be helpful if signage could be installed warning motorists that there may be pedestrians on the road.

It was **RESOLVED** to make no objection to this application subject to a suitable passing place being installed on the lane, general lane improvements and signage being erected warning motorists that there may be pedestrians on the road.

*** Councillors Bull and Jones declared an interest as Trustees in the Arts Centre, a property adjacent to the Trehiddle site and left the meeting during the next item***

- (viii) **PA20/00534:** Land At Higher Trehiddle Farm, OS Grid Ref 200422, 51913 Truro Road St Austell. Application for reserved matters for appearance, landscaping, layout and scale following outline approval PA14/12161 dated 27.01.2017 for the construction of a Hotel (C1), Pub/Restaurant (Class A4) and 6 retail units (Class A1).

The Clerk advised that the Planning Officer had expressed no concerns with regard to the design or scale of the retail units.

Mr Marshall outlined the application and advised that no changes had been made from the outline application and that there had been a re-kindled interest in the retail units, less so in the hotel.

Ab Simpson reiterated the good interest shown in the units and explained that no contracts had been signed as yet but this was usual at this stage of development. He agreed with Mr Marshall that the hotel was proving a bit more difficult to let but confirmed that some interest had been shown.

During discussion Members raised the following issues:

- The need for an accessible pedestrian access to the south of the site
- Concern with regard to the design of the hotel
- The need for speed restrictions on the site

It was **RESOLVED** to support this application, particularly the mixed land use, on the condition that the developer installs an accessible pedestrian access to the south of the site.

Councillor King abstained from voting on this application

The Chair thanked Mr Marshall and Mr Simpson for their input to the meeting.

Councillors Bull and Jones returned to the meeting

- (i) **PA19/10654:** 2 Pondhu Crescent St Austell Cornwall PL25 5DT. Proposed erection of a 3-bedroom detached dwelling house and detached garage.

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

Councillors Palmer and Styles voted against this application

- (v) **PA20/00052:** 150 Porthpean Road St Austell Cornwall PL25 4PN.
Single and two storey rear extensions.

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

Councillor Jones voted against this application

Councillor Oxenham abstained from voting on this application

- (vi) **PA20/00236:** Land West Of 15 Fairfield Close St Austell Cornwall.
Proposed detached 3-bedroom dwelling with parking for one car.

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

Over development
Overlooking of the neighbouring properties
Out of keeping with the street scene
Lack of parking

Councillor Thompson voted against this proposal

- (vii) **PA20/00407:** Watersedge Gover Valley St Austell Cornwall. Tree
works to a sycamore subject to a TPO.

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

- (viii) **PA20/00535:** Higher Trewhiddle Farm St Austell Cornwall PL25
5DA. Reserved Matters Application (Phase 2) for access, appearance,
landscaping, layout and scale following outline approval PA14/12161
dated 27.01.2017 for the construction of 460 dwellings and
associated infrastructure and public open space.

The Clerk advised that the Planning Officer considers that the design and layout
is acceptable.

During discussion, Members raised the following issues/concerns:

- The potential flooding on the green open space on the lower part of the site
- The lack of a link to Pondhu School
- The lack of a drop off point for Pondhu school
- Concern regarding the well-known flooding issues in the area
- The need for a footpath from the site to St Mewan
- The need to ensure that the homes are sustainable and future proofed

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

Lack of a link from the site to Pondhu School
Lack of a drop off point for Pondhu School
Lack of a footpath to St Mewan
Insufficient green space across the site

Members asked that Cornwall Council provide reassurance that the drainage proposals are sufficient for the site in the light of the well-known flooding issues in the area. They expressed a desire for the proposed link road to be made to a suitable standard to accommodate a southern link road joining up with the Pentewan Road in due course and that the homes are built with future proofing and sustainability in mind.

- x. **PA20/00549:** Land off Manfield Way, St Austell. Tree works to a tree subject to a TPO – works to an ash, oak and felling of two stalls of pittosporum.

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

- xi **PA20/00586:** Martela, Gribben Road, St Austell PL25 4ED. Demolition of existing garage/store to replace with new garage building with roof terrace purpose built for historic traction engine.

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

Councillor Bull declared an interest in the following item and left the meeting

- xii **PA20/00875:** 1 The Oaks, Westbourne Drive, St Austell, PL25 5DG. Oak (T11) – Crown reduction of north, south and west crown, from 6m to 4.5m, cutting to appropriate growing points (East section already reduced in the past, so no reduction).

It was **RESOLVED** to make no objection to this application subject to Tree Officer approval.

Councillor Bull returned to the meeting

P/19/118) Premises Licence Applications

1. Premises Name and Address: McDonalds Restaurant, Pentewan Road, St Austell PL25 5BU. Application Type: Grant. Licensable Activities: Late Night refreshment.

The Clerk advised that McDonalds are seeking an extension of 1 hour each day, 7 days a week from 11pm to 12am.

Members discussed the recent anti-social behaviour in the town centre and the impact that the proposed extension could have on the locality and neighbouring properties.

Members noted if the Town Council wished to object on the grounds of anti-social behaviour they had to provide evidence.

It was **RESOLVED** that the Town Clerk should liaise with the Police to ascertain whether or not there have been enough incidents of anti-social behaviour in the area that would justify an objection to the licensing application.

P/19/119) Wainhomes – Street Naming

The Clerk advised that the Town Council had been approached by Wainhomes seeking ideas for street names for the new development at Trewhiddle and a list of "Saints" names had been provided for consideration.

Councillors felt that "Saints" names were not suitable and suggested Cornish tree and shrub names should be considered.

It was **RESOLVED** to advise Wainhomes that the Town Council would prefer to see Cornish trees and shrubs as street names for the new development at Trewhiddle Farm.

P/19/120) Planning Decisions

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

P/19/121) Cornwall Council – Urgent Delegated Planning Decisions

Planning Application Number: PA19/10054 - Land North Of 42 Brockstone Road, St Austell.

The Clerk advised that following a 5-day protocol letter from Cornwall Council, the Chair and Vice Chair of the meeting that had considered the application had "agreed to disagree" with the Planning Officer but still maintain the objection. Councillor Brown advised that the proposal was currently being reviewed by a Senior Planning Officer and that he might ask for it to be considered at Committee in due course.

P/19/122) Dates of Meetings

It was noted that the dates of the next meetings of the Planning and Regeneration Committee are Monday 9th March 2020 and Tuesday 14th April 2020.

The meeting closed at 7.40pm.

MINUTES of a MEETING of ST AUSTELL TOWN COUNCIL PLANNING AND REGENERATION COMMITTEE held on MONDAY 9th MARCH 2020 in the Stable Block at Pondhu House, Penwinnick Road, St Austell, PL25 5DP at 6pm.

Present: Councillors: Bishop, Jones, King, Lanxon, Leonard, Palmer, Pearce, Styles, Thompson and Walker.

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

Also in attendance: Councillors Brown, Bull and Heyward.

P/19/123) Apologies for absence

Councillor Oxenham.

P/19/124) Declarations of Interest

Councillor Styles declared an interest in agenda 8 (viii), by virtue of being a Trustee of the organisation that owns the premises.

P/19/125) Dispensations

None.

P/19/126) Minutes from the Meeting dated 10th February 2020

It was **RESOLVED** that the minutes of the meeting held on the 10th February 2020 be approved and signed as a correct record.

P/19/127) Matters to note

Premises Licence Applications (McDonalds)

The Clerk advised that following consultation with the Police and Anti-Social Behaviour Case Worker, it was agreed that there is insufficient evidence to justify an objection to the Licensing Committee.

PA19/10709

The Clerk advised that the proposed access on to the mini roundabout has been withdrawn and that the Planning Officer, due to the Tree Officer's concerns about the trees on the site, is mindful to seek a reduction in the number of houses proposed from six to three or possibly four.

Members broadly agreed with the Planning Officers proposal to seek a reduction in houses from six to three or possibly four to preserve valuable trees but did express a wish for one entrance in and out of the site instead of the proposed two.

P/19/128) Public participation

None.

Councillor Jones arrived during the next item

P/19/129) Alex Murdin – White Gold Curator

The Chairman welcomed Mr Murdin to the meeting.

Mr Murdin explained that a number of artists have been commissioned to produce artwork for the town centre and that Councillors Heyward, Styles and Leonard have been involved in the selection of the artists and the designs. He advised that he is speaking to Cornwall Council about permissions and that planning applications, where required, will be submitted to Cornwall Council later this month. He briefly outlined the following proposals:

Kres Centre (South Square, White River Place)

Artist: Sandy Brown

Working Title: Earth Goddess

Ope – Alley (Chandos Place)

Artist: David Mach

Working Title: Earthly Delights

Tremen – Passageway (Grants Walk)

Artist: Matt Davis

Working Title: Tessellations

Treudhow – Threshold (Fore Street Plinth)

Artist: Marion Brandis

Working Title: Wheels Within Wheels

Community Tile Project – Biddicks Court

Artist: Parasite

Working Title: Cornish Honey Bee

Bench – Railway Station

Artist: Susan Elliot

Working Title: Myths of St Austell

Mount Charles – Roundabout

Artist: Jenny Beaven

Working Title: Core Samples

Small Commissions – Old Vicarage Place
Artist: Cleo Mussi
Working Title: The Space Man

Small Commissions – HSBC Wall
Artist: Simon Bayliss
Working Title: Leach's Pasties

Edible Hinterlands
Café Tengo

During discussion, Members raised the following issues/concerns:

- The timescales proposed for the completion of the works
- An acceptance that not everybody will like the art works proposed
- The need to ensure that the maintenance of the art works is agreed with the land owner.

The Chairman thanked Mr Murdin for his update.

P/19/130) Planning Applications

- i. **PA19/10401:** Friends Meeting House High Cross Street St Austell Cornwall. Listed Building Consent for fire safety works to internal doors and serving hatch.

It was **RESOLVED** to make no objection to this application subject to the recommendations of the Historic Environment Officer being taken into consideration.

- ii. **PA20/00243:** 40B And 40C Bodmin Road St Austell Cornwall PL25 5AF. To excavate soil and tree stumps from gardens to slope down to current retaining wall, reduce height of wall.

It was **RESOLVED** to object to this application on the grounds of the concerns of the Tree Officer and the detrimental effect the proposal would have on the Conservation Area.

- iii. **PA20/00662:** 5 Agar Road St Austell PL25 3AD. Extension and improvements.

It was **RESOLVED** to make no objection to this application subject to South West Water approval.

- iv. **PA20/00746:** 6 Biddicks Court St Austell Cornwall PL25 5EW. Proposed change of use and conversion of existing first floor retail to single residential unit.

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

- v. **PA20/00922:** 1-3 Day Lewis Victoria Place St Austell PL25 5PE. Consolidate existing retail space to the ground floor and convert the rest of building into 7 residential flats with minor external modifications and internal remodelling.

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

- vi. **PA20/00923:** 1-3 Day Lewis Victoria Place St Austell PL25 5PE. Listed building consent to consolidate existing retail space to the ground floor and convert the rest of building into 7 residential flats with minor external modifications and internal remodelling.

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

- vii. **PA20/00946:** 44 Whieldon Road St Austell Cornwall PL25 3JE. Proposal for work to a Hawthorn tree - subject to a Tree Preservation Order (TPO).

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

Councillor Styles reiterated his interest and left the meeting

- viii. **PA20/01029:** Penwinnick House 28 Penwinnick Road St Austell PL25 5DS. Non-material amendment to PA19/04363 to allow a new window on one facade, a swap between a door and a window on another facade and an extension of 600mm.

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

Councillor Styles returned to the meeting

- ix. **PA20/01213:** Vospers Ford East Hill St Austell Cornwall. Application for consent to display an advertisement namely the siting of a 6m internally illuminated static pole sign.

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

Councillor Lanxon abstained from voting on this application

- x. **PA20/01234:** 3A Graham Avenue St Austell PL25 4LZ. Demolition of bungalow and detached garage and erection of a detached dwelling.

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

- xi. **PA20/01592:** Priory Car Park Priory Road St Austell Cornwall PL25 5AB. Tree works to various trees within a conservation area. Please refer to submitted Tree Survey.

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

P/19/131) Premises Licence Applications

None.

P/19/132) Planning Decisions

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

P/19/133) Cornwall Council – Urgent Delegated Planning Decisions

None.

P/19/134) Appeal Decision – PA19/02749 20 Edgcumbe Road, St Austell PL25 5DX

It was **RESOLVED** to note the Planning Appeal.

P/19/135) Dates of Meetings

It was noted that the dates of the next meetings of the Planning and Regeneration Committee are Tuesday 14th April 2020 and Monday 18th May 2020

The meeting closed at 7.14pm.

