

**MINUTES OF THE ANNUAL MEETING OF PENTEWAN VALLEY PARISH COUNCIL HELD IN THE COMMITTEE ROOM, ST AUSTELL INFORMATION CENTRE, PENWINNICK ROAD, ST AUSTELL AT 7.00PM ON WEDNESDAY 18 MAY 2022.**

**Present:** Cllrs Mike Ward, Vicky Cartwright, Miles Avery, George Muskett, Steve Street, Richard Strawford, Toni Dowrick, Andy Cleverdon, and Janice Williams.

**In attendance:** Cllr James Mustoe, Cllr Michael Bunney CC and Anne Cruickshank (Clerk).

**(22/001) Election of a Chairman**

It was **RESOLVED** that Cllr Michael Ward would be elected as Chairman. Proposed by Cllr Muskett, seconded by Cllr Avery, carried unanimously.

**(22/002) Signature of Declaration of Acceptance of Office**

Cllr Ward duly signed a Declaration of Acceptance of Office.

**(22/003) Election of a Vice-Chairman**

It was **RESOLVED** that Cllr Vicky Cartwright would be elected as Vice Chairman.

Proposed by Cllr Ward, seconded by Cllr Avery, carried unanimously.

**(22/004) Apologies for Absence**

Cllr Bunney gave an apology that he would be late for the meeting.

**(22/005) Chairmans Report**

The Chairman read his annual report to the Council.

**(22/006) The General Power of Competence**

It was **RESOLVED** that the Council met the criteria for eligibility for the General Power of Competence.

Proposed by Cllr Ward, seconded by Cllr Muskett Carried unanimously.

**(22/007) Minutes of a Meeting of Pentewan Valley Parish Council held on 20 April 2022**

It was **RESOLVED** that the minutes of the Parish Council held on 20 April 2022 be signed as an accurate record of the meeting.

Proposed by Cllr Street, seconded by Cllr Muskett, carried unanimously.

**(22/008) Declarations of Interest on Items on the Agenda**

Cllr Avery and Cllrs Strawford declared an interest in agenda item 19e, Pentewan Car Park. Cllr Avery and Cllr Strawford had been granted a dispensation by the parish council to speak and vote on matters relating to the car park until May 2024.

Chair .....

**(22/009) Chairman's Announcements**

The Chairman had no announcements to make.

**(22/010) Public Participation**

There were three members of the public present, who did not wish to speak at that time.

**(21/011) Cornwall Councillors Report**

Cllr James Mustoe read his annual report to the Council followed by a summary of his monthly report which had been circulated.

Cllr Bunney’s report had been circulated.

**(22/012) Crime and Disorder**

Cllr Cartwright reported that there was some ASB happening in the private woods at Tregorrick. The fence to the private wood had been broken down by the cycle path and some illegal camping was happening resulting in loud noise and some disruption. **Action:** The clerk would make a report to the local PCSO.

**(22/013/Planning Applications and Related Matters**

a) To respond to the following planning applications/notices

- (i) PA20/00534. 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). Land At Higher Trewhiddle. Farm, OS Grid Ref 200422, 51913 Truro Road St Austell. John Marshall from Kingsley Estates gave an update of the reserved matters which related to noise in the delivery bay which had been addressed. It was **RESOLVED** that the clerk should respond to the planning authority (Cornwall Council) stating that Pentewan Valley Parish Council agreed to support the application. Proposed by Cllr Muskett, seconded by Cllr Cleverdon, carried unanimously.
- (ii) PA22/03793. Non-material amendment in relation to decision notice PA16/03739 dated 30.01.2017: Amendments to House Types (1,2,4 and 5) relating to materials, elevational treatment including fenestration and internal arrangement of residential units; Amendments to alignment of road layout and Amendments to the orientation/positioning of residential units including the separating of House Type 1 units to become detached dwellings. Natural Retreats Access to Trewhiddle House Trewhiddle St Austell Cornwall PL26 7AD. This application had been approved before the Council meeting.
- (iii) PA22/03858. Non-material amendment in respect of decision notice PA18/11498 dated 21.03.2019: Amended design of cabins (different internal layout and different window and door positions). Meadows Camping Site B3273 From Treveskern to Junction South of Tregiskey Farm Pentewan St Austell Cornwall PL26 6DL.

Chair .....

It was **RESOLVED** that the clerk should respond to the planning authority (Cornwall Council) stating that Pentewan Valley Parish Council had no objections to the application as long as the units remained for holiday use only. Proposed by Cllr Avery, seconded by Cllr Muskett, carried unanimously.

- (iv) PA22/04072. Works to trees in a Conservation Area, works include Sycamore (1) - Remove completely; Cherry (2) - Remove completely; Holly (3) - Reduce height by approximately 50%; Western Red Cedar (4) - Remove completely, and Pittosporum (5) - Remove completely.

1 The Terrace Pentewan St Austell Cornwall PL26 6DE.

It was noted for information only.

### **(22/014) Climate Change Action Group**

The notes of the meeting on 3 May 2022 were circulated. Cllr Muskett advised that the plants for Menagwins car park would be delivered on 26 May 2022 and thanked Cllrs for their offer of help with the planting. Cllr Mustoe would arrange media coverage of the event. Cllr Muskett discussed the possibility of the Climate Action Group becoming an Advisory Committee to the Parish Council as the original working party had now completed its objective of preparing the Climate Change Action Plan, he would take this proposal back to the group for consideration. The group were also keen to be involved in the Walking and Cycling Infrastructure plan being drawn up by Sustrans and were submitting their ideas onto the community mapping form on the St Austell Town Council's Website.

### **(22/015) Grant Application**

It was **RESOLVED** to grant the application for funding of £360. To the Pentewan Village Hall toward the Jubilee celebrations.

Proposed Cllr Ward, Seconded Cllr Cleverdon, carried Unanimously.

### **(22/016) Neighbourhood Development Plan**

A number of quotes were received for the printing of the NDP resident's leaflet.

It was **RESOLVED** to accept the quote from Nationwide Printing for £79.00.

Proposed by Cllr Ward, seconded by Cllr Street, carried unanimously.

### **(22/017) Standing Orders**

It was **RESOLVED** to dissolve the Emergency Covid 19 Amendment to the Standing Orders.

Proposed by Cllr Avery, seconded by Cllr Cleverdon, carried unanimously

### **(22/018) Reserves Policy**

It was **RESOLVED** to adopt the Reserves Policy previously circulated.

Proposed by Cllr Muskett , seconded by Cllr Dowrick, carried unanimously.

Chair .....

**(22/019) Flood Defences**

Cllr Mustoe gave an update on the flood defences; a further meeting will be arranged to discuss progress in the near future.

**(22/020) Riverbanks**

The Clerk read the response from the Environment Agency (EA), regarding the Councils concerns relating to the erosion of the riverbanks. The EA advised the issue should be taken up with the landowners. Cllr Bunney and Cllr Mustoe requested a copy of the response so that they escalate the issue on behalf of the Council.

**(22/021) Menagwins Car Park**

There were no concerns raised.

**(22/022) Highways Matters**

Cllr Williams raised concerns regarding the surface of the Horseshoe trail. The trail is a bridleway and had previously had gold status. Since the resurfacing works the trail is not suitable or safe for horses or walkers. Some Pentewan residents have advised that access to their water meters were covered up when the resurfacing was carried out causing damage, which needs to be resolved. The bridleway is now used as a vehicle access and despite calls for a meeting with the owners and highways to resolve the issues nothing has been done.

**Action:** The clerk to write to the Transport Director at Cornwall Council to raise the Parish Councils concerns.

Cllr Street advised that a sign had been placed at the exit of the Cattle Market trading estate on Pentewn Road, advising vehicles to turn left and use Sawles Road to access the A390. Sawles Road is part of the bridleway and very narrow in parts and not suitable for the increase traffic, especially as the tourist season approaches. Residents in Sawles Road have also noticed an increase in litter, mainly from McDonald’s.

**Action:** Clerk to inform Highways and Write to Cornwall Cllr Anne Double.

Cllr Avery advised that a pickup truck is parking next to a white box trailer in the layby just before London Apprentice. It is possible that the owner is sleeping there. Cllr Avery will provide the vehicle registration number.

**Action:** The Clerk to report to highways.

Cllr Ward reported that the verge along Pentewan Hill is now covering the gully and preventing the water from entering the drain, causing the water to cascade down into the village causing flooding by the drain at the bottom of the hill. This needs to be dug out.

**Action:** The Clerk to report the issue to Highways.

**(22/023) Pentewan Car Park**

(i) The Clerk circulated the performance data regarding the enforcement of the car park. **Action:** The clerk will report on CEO performance monthly

(ii) There were no other concerns.

Chair .....

## (22/024) Pentewan Toilets

There were no concerns.

## (22/025) Financial Matters

- The current balances were noted and
- the following payments were agreed

PENTEWAN VALLEY PARISH COUNCIL							
Schedule of Payments 14 April 2022							
Date	Cheque No.	Payee	Reference Number	Supply/ Service	Total Payment	VAT Paid	Net Paid
<b>Automated Payments</b>							
<b>Invoice Date</b>							
01/04/2022	DD	Cornwall Council	802529493	Business Rates- Menagwins Car Park	57.38	-	57.38
14/03/2022	DD	Capita	6004107376	Feb 22 VAT exempt parking payments	6.63	-	6.63
04/04/2022	DD	Capita	6004110535	Mar 2022 parking payments	253.80	42.30	211.50
25/03/2022	DD	EDF	671 157 448 672	Car park Electricity	13.00	-	13.00
25/03/2022	DD	BT Group	M038	Pentewan car park broadband	49.14	8.19	40.95
07/04/2022	DD	British Gas	968768599	Toilets Electricity	18.95	0.90	18.05
07/04/2022	DD	HMRC	470/FA39899	VAT Return	92.00	-	92.00
<b>Authorised Payments</b>							
<b>Invoice Date</b>							
09/04/2022	BACS	Cornwall Council	8100246856	Car Parking CEO (Mar 22)	99.00	-	99.00
13/01/2022	BACS	Cormac Solutions	IN130133	Toilets Cleaning (Mar 22)	370.39	61.73	308.66
01/04/2022	BACS	Cornwall ALC	2223-103	Membership Subscription	352.02	51.27	300.75
08/04/2022	BACS	Capita	6004110979	Annual Maintenance	330.49	55.08	275.41
01/04/2022	BACS	Pentewan Sands	9294	Bus Shelter Rental	5.00	-	5.00
01/04/2022	BACS	Pentewan Sands	9286	Car Park Rental	1,440.00	240.00	1,200.00
21/03/2022	BACS	Healthmatic	11671	Replace DDA alarm - Toilets	868.73	144.79	723.94
03/04/2022	BACS	Aza Adlam	Menagwins	Wildlife Mural	200.00	-	200.00
27/03/2022	BACS	M. Ward	Sumup	Pentewan Canvas	45.00	-	45.00
12/04/2022	BACS	Staff Costs	Period 1	Apr-22	528.40	-	528.40
					4,729.93	604.26	4,125.67

Month end accounts had been sent to Cllr Cartwright for checking.

## (22/026) Financial Regulations

It was **RESOLVED** to dissolve the Covid 19 Emergency scheme of delegation. Proposed by Cllr Ward, seconded by Cllr Cartwright, carried unanimously.

## (22/027) Ear Marked Reserves

Members discussed options as presented and It was **RESOLVED** to create Ear Mark Reserves and approve balances for projects as of 31<sup>st</sup> May 2022.

## (22/028) Community Infrastructure Levy (CIL)

CIL Guidance was circulated, Members will consider projects for discussion at the next meeting.

Cllr Muskett & Cllr Street will prepare a CIL 2022 expression of interests (EOI) for works on the weighbridge in Pentewan Village, for the next meeting.

## (22/029) Meetings and Training Attended

The Clerk met with members of the St Austell Rotary Club regarding painting of marker signs in the Valley.

Chair .....

**(22/030) Correspondence Received**

There was no additional correspondence received.

**(22/031) Dates for the Diary**

There were no new dates for the diary.

**(22/032) Dates of Meetings**

Dates of forthcoming meetings to be held remotely online via Zoom until May 2021 then in the Committee Room, St Austell Information Centre, Penwinnick Road, at 7.00pm, unless stated: 15 June 2022, 20 July 2022, 17 August 2022, 21 September 2022, 19 October 2022, 16 November 2022, 21 December 2022.

**The Meeting Closed at 20:03pm**

**Date .....**

Chair .....