

Minutes of the full MEETING of PORTREATH PARISH COUNCIL to held at St Mary's Church Hall on
Monday 7th June 2021 6:30pm



Present: Councillors: Chairman Mr. I. Stewart, Mr. B. Jose, Mr. R. Symonds, Mr. S. Goodwin,
Mr. J. Tull and Mrs. G. Tull
Cornwall Councillor Dave Crabtree
Mr P Kessel, Mrs S Nash, Lucy Jose, Clerk to the Council

8946 Chairman's Welcome

The Chairman welcomed those present to the meeting and explained procedures for the meeting. The Chairman explained that for the foreseeable future the council would be following the guidelines from Cornwall ALC and meetings would be kept to essential and urgent business only until all covid 19 restrictions are lifted.

8947 To Receive Apologies

Apologies were recorded from Cllr. Hitchen

8948 Declaration of Interests

None

8949 Public Participation Session, when members of the public may raise matters with Councillors

None

8950 To confirm the minutes of meetings held on Monday 4th May and the 17th May 2021

Cllr. Jose proposed that that the minutes for the meeting held on 4th May 2021 be signed as constituting an accurate record of proceedings. This was seconded by The Chairman, put to the meeting and carried unanimously.

Cllr. Goodwin proposed that that the minutes for the meeting held on 17th May 2021 be signed as constituting an accurate record of proceedings. This was seconded by Cllr. Jose, put to the meeting and carried unanimously.

8951 To fill the casual vacancies as Parish Councillor by method of co-option

The Chairman introduced Mrs Shirley Nash and Mr Patrick Kessel to the meeting stating that both had shown interest in being co opted on to the council. Both applicants introduced themselves to the meeting.

The Chairman proposed that both Mrs Nash and Me Kessel be co-opted on to the council to fill the two remaining vacancies following the uncontested election. This was seconded by Cllr. Jose, put to the meeting and carried unanimously.

The Clerk asked both councillors to set up a separate email address for parish business and confirmed that all paperwork would be circulated to the new councillor in due course. The Clerk requested that the acceptance of office form be returned at the end of the meeting and the ROI form be completed and returned following the meeting and asked the councillors to confirm that they were happy to receive their meetings summons by email.

8952 To receive the report of Cornwall Councillor Dave Crabtree, authorise any actions and consider any associated expenditure

The Chairman invited CC Crabtree to address the meeting.

CC Crabtree congratulated the council on filling all of the seats commenting that other local council still had many vacancies. CC Crabtree commented that during his first month in office he had attended many training sessions with Cornwall Council and would stand on the planning committee, the pensions committee and the customer services and standards committee.

CC Crabtree informed the meeting that he had passed his concerns regarding the dangerous parking in Portreath to the new portfolio holder for transport to address, following unsatisfactory communication with the parking enforcement department, CC Crabtree also commented that the portfolio holder for

transport would be addressing the concerns regarding parking at the Bridge industrial park. CC Crabtree commented that he felt a good solution to the dangerous parking on Tregea Hill would be the installation of double red lines, commenting that the police would also be able to enforce the parking and stopping restrictions.

CC Crabtree informed the meeting that he had supported this council request for planning application PA20/10946 to be considered by the planning committee.

CC Crabtree informed the meeting that whilst attending a meeting in Nancekuke, he had been approached by a number of Nancekuke residents objecting to the planning application PA21/02541.

The Chairman commented that following a period of public consultation and consultation with Councillors this council would be strongly objection to the planning application PA21/02541.

The Clerk asked CC Crabtree for an update on the Tolgus Trail commenting that the booked road closure for the installation of the new bridge has not been actioned and the bridge was yet to be installed. CC Crabtree agreed to follow this up.

8953 To receive the following reports, authorise any action and consider associated expenditure

(a) Finance

i) To receive report on the balance of the bank account

The clerk reported that on the 1st June the balance of the current account stood at £35867.71 and the balance of the Savings Account stood at £30,220.13. The Chairman signed the bank statements.

ii) To approve the bank reconciliation for the month of May 2021.

The Clerk presented the Bank reconciliation for the month of May 2021 to the meeting. This was approved by councillors and signed by The Chairman.

iii) To receive the Payment Schedule for the period 1st May 2021– 31st May 2021 and authorise payment of invoices received and payments scheduled for 1st June 2021– 30th June 2021

The clerk displayed the payment schedule with payments totalling £3893.02 for the period 1st May 2021 – 31st May 2021 and the payments totalling £20914.49 scheduled for 1st June– 30th June 2021. The Chairman proposed that the clerk line up payments as listed in the schedule. This was seconded by Cllr. Goodwin, put to the meeting and carried unanimously.

iv) To note any income received

The Clerk reported income of £5371.22 received from HMRC, made up of the 20/21 VAT refund.

(b) Clerks Report

- Planning responses

The Clerk reported that the following representations had been formulated for planning applications PA21/02541 and PA21/04421:

PA21/02541 Members of Portreath Parish Council support this proposal.

PA21/04421 Members of Portreath Parish Council strongly object to this proposal. Councillors felt:

- The access to the proposed site is limited and not suitable for the delivery of caravans, static or touring.
- The site should remain as agricultural land.
- Following concerns from neighbours Western Power should be consulted during the planning process.
- The number of caravans proposed for the site should be clarified. The supporting information gives conflicting information on the number if caravans proposed.
- There is a lack of supporting evidence explaining the arrangements for disposing of sewerage/septic tanks.
- The location of the proposed is not sustainable. There is no safe pedestrian route to shops or schools and the site of the proposed is not served by public transport.

Councillors also questioned the need for the permanent day rooms and wish to bring to the attention of the planning officer that works have already commenced on this application. Councillors also question the need for another gypsy site in that parish which already has four other private, permanent gypsy sites.

The Clerk informed Councillors that they needed to respond by midday on the 8th June if there were any adjustments required with the responses. The Clerk confirmed that planning application PA21/ 04652 and PA21/04814 were currently in the period of public consultation and that one further application had been received which would be circulated in due course.

- The Clerk informed the meeting that she was catching up from her annual leave and emails would be responded to in due course.
- The Clerk informed the meeting that that a request for information under the Schedule 2, Part 1 section 5(3)(a) of the Data Protection Act 2018 had been received, which she would be acting in the coming week. The Clerk informed councillors that this would involve providing a solicitor with all the emails from a specific councillor to the council for the years 2014 and 2015. The Clerk informed the meeting that current email record started in 2015, however this would still be an onerous task and reminded councillors the importance of having a separate email address for council business.
- The Clerk reported a letter of tanks from a resident of the small beach for any part this council played in having the sand removed from the front of their property.
- The Clerk informed the meeting that Cornwall Council had confirmed that watching a recording of the Code of Conduct training would be sufficient to cover councillors' obligations to attend this training and confirmed that all councillors would be provided with a recording of the session to watch. The clerk requested that each councillor email to confirm they had watched the training session for the council's record.
- The Clerk informed the meeting that with the assistance of the former councillor Ilett and Matijasevic that the insurance premium had been reduced by £150.
- The Clerk informed the meeting that the landowners adjacent to the WAAF site had informed the council that the gate post securing the site needed replacing. The Clerk informed the meeting that she would instruct a contract to carry out his work.

8954 To consider forming a Finance Committee, authorise any actions and consider any associated expenditure The chairman highlighted the need for a finance committee. And asked councillors of there were any members with the appropriate skills to join this committee. The Chairman and Cllrs J. Tull and Goodwin expressed interest in membership of such committee. The meeting noted the additional work that would be required of the clerk for additional meetings and the unbudgeted cost that additional meetings could incur. The Clerk ran through the draft Terms of Reference for such committee. Councillor considered the inclusion of staffing management as a responsibility of the committee. The Chairman proposed that members of Portreath Parish Council form a finance and staffing committee. This was seconded by Cllr. G. Tull, put to the meeting and carried unanimously.

8955 To agree the date of the next meeting, Monday 5th July 2021, 6:30pm, St Mary's Church Hall The meeting agreed the date of the next full meeting of the council be Monday 5th July 2021, 6:30pm, St Mary's Church Hall, The Chairman commented that it was hoped that a full agenda would be possible if the covid 19 restriction were lifted as planned on the 21st June.

8956 Close of Meeting
The Chairman thanked all those present for their participation and closed the meeting at 7:18pm.

7th June 2021

Chairman – Cllr. Ian Stewart