

**Notes from the Portreath Parish Council Working Group Meeting - Projects 21/22**  
**held on the 5<sup>th</sup> July, 7:30 pm held on the Zoom Virtual Meeting Platform**

**Present:** Councillors, Chairman Mr Ian Stewart, Mr Byron Jose, Mr Mark Hitchen, Mr Patrick Kessell, Mrs Shirley Nash and Mr John Tull.  
1 Member of the public  
Lucy Jose - Clerk to the Council

**1. Chairman's Welcome**

The Chairman welcomed those present to the working group meeting and explained procedures for the working group and the virtual meeting. The Chairman explained that members needed to volunteer to support the projects to see them progress.

**2. Overview of projects 2017-2021**

The Chairman briefly summarised the Projects overview that had previously been circulated to councillors and highlighted the document explaining the General Power of Competence. Councillors expressed interest in the possibility of adopting the General Power of Competence and how it could be used by this council to tackle issues such as parking and dog fouling.

**3. Projects 2021- 2025**

**a) Current Projects**

The chairman explained that each project currently had a councillor leading but each project needed councillors to support the lead. The Chairman explained that councillors should not be acting on their own on behalf of the council and that working groups should be formed to avoid councillors working alone. The Chairman explained that this was to safeguard both the council and councillors.

**i) Public Toilets (Cllrs. Stewart and Jose)**

The Chairman explained that he had been leading the working group managing the toilets, with contract Mel Southerden taking on the cleaning and day to day management and that the role of the working group to date was troubleshooting and making arrangements for routing and reactive maintenance where required. Cllr Jose volunteered to support the Chairman with this project.

**ii) Former Toilet Block (Cllrs. Hitchen, Stewart, Jose)**

Cllr Hitchen confirmed that he was happy to continue working on this project, the Chairman and Cllr Jose also offered support.

**iii) Mining Villages Regeneration Group (Cllrs. Goodwin and Stewart)**

The Chairman explained that the mining Villages Regeneration Group consisted of representatives from other parishes including St Day, Chacewater, Lanner, Gwennap, Stithians and Carharrack. The Chairman explained that this council had been a member in the past and had re-joined this group in late 2019, however the group had been held up with Covid19 and there had been few meetings since. The Chairman reported that Cllr. Goodwin had attended a recent meeting of the group and would continue to represent this council moving forward. The Chairman confirmed that he would continue to work with Cllr. Goodwin in representing this council.

**iv) Mining Trails (Cllrs Goodwin)**

The Chairman explained that this was a separate organisation to the MVRG but had similar membership. The Chairman explained that the group use their joint voices to ensure their needs are heard by Cornwall Council and work closely with Gavin Henderson who manages the network of mining trails in Cornwall.

**v) WAAF Site – Cambrose (Cllrs. Jose and Hitchen)**

The Chairman explained that the land was devolved from Cornwall Council with the intention of creating a wildlife and education centre. Cllr. Jose informed the meeting that the last council had made the decision not to progress this project and that the land was now secure and that maintenance to ensure access to the neighbouring properties was carried out as required.

**vi) Duke of Leeds Land (Cllrs. Goodwin, Jose and Stewart)**

The Chairman explained that the land had been gifted to the parish. Cllr. Jose suggested that as the coast-to-coast trail bisects the Duke of Leeds Land that it t be combined with the MVRG and Mining Trails projects. The meeting concurred. Cllr. Jose agreed to continue to support with this project area.

**vii) IT Support (Cllr. Jose and Goodwin)**

Cllr. Jose agreed to support the Clerk with IT support, The Chairman explained that Cllr. Goodwin was an IT expert having worked in this field for many years and having supported the NDP SG with website support had also offered support in this area.

**viii) Signage (Cllrs Hitchen and Kessell)**

Cllr. Hitchen confirmed that he was looking at signage welcoming visitors to the parish of Portreath and would continue with this project. Cllr. Kessell agreed to support where needed.

**ix) Neighbourhood Development Plan Steering Group (NDP SG) (Cllrs. Goodwin and J. Tull)**

The Chairman explained that the NDP was now in its final stages with little input now required by councillors, however the Terms of Reference for the group state that there must be a serving councillor on the Steering Group. Cllr. J. Tull volunteered to support were required.

**x) Major Meetings**

The charman summarised that this project area was not necessary and that the current areas that were under this heading would be split down and added to the reports and project areas (Representation on the CPIR Network and planning for the Remembrance Service)

**xi) Health & Safety, Risk Assessments**

The Chairman explained that this was predominantly the responsibility of the Clerk, however individual councillors would need to have input for their project areas.

**xii) Portreath Climate Action Group (Cllr. Symonds)**

The Chairman explained that following this council declaring a Climate Change Emergency in March 2020 a parishioner formed the Portreath Climate Action Network (CAN) and produced a climate Action plan which the council adopted in July 202. The Chairman explained that many other local councils have used this a template for their parishes as well. The Chairman explained that currently Cllr. Symonds represented the council with the CAN who have now joined forces to form #Love Portreath CAN, however that the council needed someone to look at this councils' practices and make recommendations of ways the council can address climate change.

**b) Draft Action Plan 21/22**

The Clerk summarised the draft action plan explaining it is a requirement for councils to have a yearly and 4 yearly action Plan. The Clerk asked councillors to look over the draft and make suggestions or amends and additions prior to the next physical meeting where this would be added to the agenda for adoption.

**c) Future Projects 2021-2025/4 Year Action Plan**

The Clerk referenced some recommendations for projects that councillors may like to consider contained within the action plan and the projects overview and asked councillors to think about potential projects which the council could consider.

Cllr Hitchen asked for the following items to be added to the agenda for the next physical meeting of the council:

- Formation of a Planning committee
- The future of the former toilets building
- The future of the WAAF Site

Cllr. Kessell asked the council to reconsider devolving the Lighthouse Hill carpark from Cornwall Council.

The Clerk agreed to add these items to the agenda for the next physical meeting and asked councillors to let her know if they have any ideas that can be added to future agendas of the action plan.

**4. Representation on outside bodies**

**a) CPIR Community Network Panel**

The Chairman explained the group, *Camborne, Pool, Redruth, Illogan and the Mining Villages Community Network Panel*, stating that he had been representing the council to date and was happy to continue to do so, but the meetings were open to the public and encourage councillors to attend if they could.

**b) NHS North Kerrier Reference Group**

Previously attended by Cllr. Matijasevic the chairman informed the meeting that Cllr. G. Tull had agreed to attend, Cllr Kessell also expressed interest in attending

**c) Police Liaison**

Currently attended by a former councillor the Chairman asked for volunteers to attend these meetings commenting they were a good link with the community policing team.

**d) MVRG and Mining Trails**

As previously agreed, these meetings would be attended by Cllr. Goodwin, supported by the Chairman and Cllr. Jose.

**5. Formation of Working Groups**

Reiterating the importance of councillor not working alone the chairman asked for volunteers to cover a number of tasks.

**i) Notice Board Cleaning**

The Clerk informed the meeting that Cllrs. J&G Tull formed a working group and cleansed the noticeboard at Cambrose that had been vandalised. Cllr. J. Tull volunteered to continue maintain the new notice boards as required.

**ii) Former Toilet Building**

The Chairman informed councillors that a contractor had been booked to come and clear the former toilet building of all combustible materials and that following this the building would need a good sweep out. Cllr. Jose agreed to assist with this.

**6. Close of Meeting**

The Chairman explained to the councillors that the Clerk had now completed her CiLCA course, explained the benefits to the council of having a qualified Clerk, stating that in the Clerk working towards this qualification the council was starting to become more professional.

The Chairman thanked all present for their attendance and participation and closed the meeting at 8:25pm.