

**Present:** Councillors: Chairman Mr. I. Stewart, Mr B. Jose, Mr. M. Hitchen, (until Point indicated) Mr. R. Symonds, Mrs. S. Nash, Mr. J. Tull and Mr. P. Kessell (from Point Indicated)  
Cornwall Councillor Dave Crabtree  
PC John Thorne – Community Speed Watch Coordinator  
4 Members of the Public  
Lucy Jose, Clerk to the Council

**9008 Chairman's Welcome**

The Chairman welcomed those present to the meeting and explained procedures for the meeting. Highlighting the council cautious return to physical meetings, the Chairman explained the scheme of Emergency delegation would remain in place and asked that attendees continue to follow guidance, hand face, space, fresh air.

**9009 To confirm the minutes of meetings held on Monday 6<sup>th</sup> September 2021**

The Chairman proposed that that the minutes for the meeting held on 6<sup>th</sup> September 2021 be signed as constituting an accurate record of proceedings. This was seconded by Cllr. Jose, put to the meeting and carried unanimously.

**9010 To Receive Apologies**

The meeting noted apologies from Cllrs. G. Tull and Goodwin.

**9011 Declaration of Interests**

Cllr Hitchen declared an interest in planning application PA21/09113, (item 8,a, iii) on the agenda).

**9012 Public Participation Session, when members of the public may raise matters with Councillors, (limited to 3 minutes per speaker with a maximum of 15 minutes in total)**

PC John Thorne Community speed watch coordinator for the area addressed the meeting and gave an update on the speed watch program stating that communities are being encourage to set up speed watch teams of at least 4 people with one designated as coordinator. PC Thorne stated that once a group is established volunteers would under take an online training session. The equipment for the group will initially be supplied by the police and the group would identify places to carry out the speed watch sessions and that a road side training session would also be provided for the volunteers. PC Thorne stated that volunteers would need to be prepared to offer 4-5 hours a month to the group and the emphasis of the initiative is about speed education.

Cllr. Kessell joined the meeting.

PC Thorne mentioned a potential funding source for flashing speed signage similar to those in other local parishes and agreed to keep in contact with the council to provide details of grant funding opportunities and to facilitate the speed watch community group should the council whish to peruse the project.

**9013 To receive the report of Cornwall Councillor Dave Crabtree, authorise any actions and consider any associated expenditure**

CC Crabtree gave an update on Covid 19 figures in the area stating that there had been a significant increase in Portreath & Illogan in the past week and that the majority of cases were in the under 18 age group, mainly affecting secondary school but also present in some local primary schools.

CC Crabtree informed the meeting that the plans for Tregea Hill are in the final design stages and that he was scheduling a meeting with Adrian Drake to discuss the next steps.

CC Crabtree confirmed he would approach Cornwall Council to see what funding is available should the council wish to continue with its project to devolve the Lighthouse Hill car park.

CC Crabtree informed the meeting that he would be working with the Environment Agency to ensure the Portreath stream was cleared of all debris all the way back to its source in Redruth the ensure Portreath is not affected by flood events.



**9014** To give consideration to a funding a road safety project on Penberthy Road, Portreath to stop traffic from routinely mounting the pavement where the road narrows adjacent to Glendale Villas, authorise any actions and consider any associated expenditure

The meeting discussed the correspondence received from parishioners highlighting the problem with vehicles persistently driving on the pavements outside Glen Villas and Penberthy Court. The Chairman highlighted the suggestion of Adrian Drake that installing double yellow lines opposite the problem area would likely solve the issue and cost approximately £5000 and made the suggestion that this could be a project considered for the 22/23 budget of the council.

Councillor concurred that this was a plausible idea and asked the clerk to obtain a firm quotation for the work and an idea of times scales for such works to be carried out.

**9015** Planning

(a) To give consideration as consultees to:

- i) Erection of a replacement dwelling | Redruth Cornwall TR16 4LU  
**Trelawney Penberthy Road Portreath - PA21/04942**

The Chairman summarised the proposal and councillors studied plans of the proposed development.

The Chairman proposed that members of Portreath Parish Council support the proposal. This was seconded by Cllr. Kessell, put to the meeting and carried unanimously.

- ii) Refurbishment and modernisation including provision of new dormers  
**7 Harbour Terrace Portreath - PA21/06970**

The Chairman summarised the proposal and highlighted the objections on the planning portal from residents and the World Heritage Officer.

Following discussion Cllr. Kessell proposed that Members of Portreath Parish Council object to the proposal stating that:

- The proposed dormers are out of character with the area and will cause damage to the historic character of the terrace
- The impact of increasing the number of bedrooms in the property as this will likely increase the number of vehicles at the property where there is currently very limited parking.

This was seconded by Jose, put to the meeting and carried unanimously.

- iii) Change of use of 2 holiday dwellings to C3 residential  
**North Coast Holiday Cottages – PA21/09113**

Cllr. Hitchen declared an interest in the application and left the meeting.

The Chairman summarised the proposal, the meeting studied the plans of the proposal.

The Chairman gave a report on the planning site visit carried out by himself and Cllr. Nash

A parishioner at the meeting spoke in support of the application and answered questions from councillors.

The Applicants planning agent spoke in support of the application answering questions from councillors.

The Chairman referred to the written statement from the applicant which had previously been circulated to councillors.

Following lengthy debate, The Chairman proposed that Members of Portreath Parish Council object to this proposal. Members do not support change of use from holiday dwellings to C3 residential; councillors are concerned that approving these buildings for full residential use would set a precedent for all the holiday dwellings in the area to apply for a change of use to

full residential. Members would like to see the restrictions for use maintained to accord with development plan housing policies under which permanent residential accommodation would not normally be permitted on the site and in accordance with the aims and intentions paragraphs 28 and 55 of the National Planning Policy Framework 2012. This was seconded by Cllr. Jose, put to the meeting and carried with one councillor abstained from voting on this motion.

- iv) Demolition of Existing side extension. Erection of new single storey side extension and new front porch

#### **7 Forthvean, Portreath – PA21/09025**

The Chairman summarised the proposal and councillors studied plans of the proposed.

Cllr. Kessell proposed that Members of Portreath Parish Council support the proposal. This was seconded by Cllr. Tull put to the meeting and carried unanimously.

- (b) To give consideration as consultees to any planning applications received since the preparation of this agenda

The Clerk reported that planning application PA21/09730 had been received since the preparation of the agenda and that as this was for a non-material amendment the application would be considered at this meeting.

The Chairman summarised the proposal and councillors studied plans of the proposed development and short debate followed.

Cllr Hitchen re-joined the meeting.

The Chairman proposed Members of Portreath Parish Council support this proposal. This was seconded by Cllr. Jose, put to the meeting and carried, one councillor abstained from the vote.

- (c) To give consideration to any planning applications referred to the council under the 5-day notice protocol

None

- (d) To note any planning appeals

None

- (e) To receive the report of planning decisions and correspondence and authorise any actions

Councillors noted that planning applications PA21/10632, PA21/05298 and PA21/01875 have been approved.

### **9016 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 the balance of the current account stood at £43,940.06 and the balance of the Savings Account stood at £30,220.13. The Bank statements were signed by the Chairman.

- ii) To approve the bank reconciliation for the month of September 2021

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

- iii) To receive the Payment Schedule for the period 1<sup>st</sup> September 2021 – 30<sup>th</sup> September 2021 and authorise payment of invoices received and payments scheduled for 1<sup>st</sup> October 2021– 31<sup>st</sup> October 2021

The clerk displayed the payment schedule with payments totalling £5846.47 for the period 1<sup>st</sup> September 2021 – 30<sup>th</sup> September 2021 and payments totalling £14352.00 for the period 1<sup>st</sup> October 2021– 31<sup>st</sup> October 2021.

The Chairman proposed that the clerk line up payments as listed in the schedule. This was seconded by Cllr. Tull, put to the meeting and carried unanimously.

- iv) To note any income received

The Clerk conformed that the 2<sup>nd</sup> instalment of the CTS grant and the precept had now been received totalling £32992.17

**(b) Finance and Staffing Committee Report**

The Chairman updated councillors stating that at the earlier meeting of the committee Cllr. Goodwin had been voted as chairman and Cllr. Symonds had been voted as vice chairman. The Chairman informed the meeting that the clerks revised job description and contract had been approved and the committee approved the benchmarking for the Clerks role, including a salary commensurate to the benchmarking which would be effective from the 1<sup>st</sup> October 2021.

**(c) Clerks Report**

**i) General report**

- Training opportunities highlighted to councillors which had been previously circulated and urged councillors to look at the opportunities and contact her to book any required training.
- The Clerk reminded councillors of their duty to undertake Code of Conduct training within 6 months of them taking up office.
- The Clerk informed councillors that she would be taking some holiday during half term and would confirm the details with the finance and Staffing Committee.
- The Clerk reported that she had joined a local network of Clerks which was already proving a good support mechanism and forum for sharing information.

**ii) Halloween Trail**

The Clerk informed the meeting that a parishioner had requested permission to hold an event on the Duke of Leeds land for Halloween. The Clerk confirmed that copies of the appropriate insurance had been received. Members approved the request.

There was some discussion around funding the event, and the clerk agreed to make contact with the parishioner to look at options for financial assistance from the council.

**iii) Portreath Sea Pool**

The Clerk reminded the meeting of the correspondence received reporting the broken metal step. The meeting concurred that this was not the responsibility of the Parish Council to fix and asked the Clerk to push Cornwall Council for a resolution.

**iv) To Consider adopting the General Power of Competence**, authorise any action and consider associated expenditure

The Clerk outlined the General Power of Competence and its benefits to a council. The Clerk explained the criteria for eligibility stating that at the time the resolution is made the number of councillors elected at the last election should equal or exceed two thirds of the total number of seats for the council and the council employs a suitable qualified Clerk.

Proposed by The Chairman, Seconded by: Cllr. Jose, members of Portreath Parish Council resolved that they meet the criteria for adopting the general power of competence.

Proposed by Cllr. Kessell, Seconded by Cllr. Symonds members of Portreath Parish Council resolved to adopt the general power of competence.

The Clerk informed the Councillors that the council must reconfirm its eligibility to hold the general power of competence each annual meeting following ordinary elections.

**v) To Adopt the 2021/22 Action Plan**, authorise any action and consider associated expenditure  
Cllr. Jose proposed that Portreath Parish Council adopts the 21/22 action plan. This was seconded by Cllr. Kessell, put to the meeting and carried unanimously.

**9017 Update on projects for the year 20/21**

**a) Former Public Toilets**

**i) General Up date**

None

**ii) Update on the feasibility study for the passing of the former toilet building the PIC, for use as a joint community venture, including office space of the Parish Council, authorise any action and consider associated expenditure**

The Chairman informed the meeting that during September confirmation had been obtained that it was possible to dispose of an asset at less than market value providing certain criteria were met. The Chairman informed the meeting that following the advice received a letter had been sent to PIC (Portreath Improvements Committee) asking them to formally express their interest in the project, however commented that PIC had not yet met therefore no formal expression of interest had been received to date.

The Chairman explained that he felt it prudent to continue with exploring the alternate options and shared a quotation from the Environment agency for pre planning advice for the site adjacent to the new toilets, stating that if the advice from the Environment agency was that development on the site would not be possible and the PIC were not interested in the project other options could be looked into.

The Chairman proposed that Portreath Parish Council instruct the Environment Agency to conduct the preplanning survey works on the area adjacent to the new toilets building. This was seconded by Cllr. Tull, put to the meeting and carried with 6 votes in favour and one vote against the motion.

The Chairman informed the meeting that he and Cllr. Jose had met with South West Water to look at the possibility of installing an independent water supply to the new toilets. The Chairman explained that historic mapping showed the water supply was on a private supply, however on inspection of the pipework that this may not be the case and that it was essential to protect the water supply to the toilets whatever the future of the former toilet building brings.

There was short discussion of the potential costs of demolishing the former toilet building.

**b) Public Toilets**

The Chairman informed the meeting that the service contract for Wallgate hand wash units was up for renewal and the cost had significantly increased. The Chairman informed the meeting that the Clerk had approached Cormac for an alternative quotation for the service contract.

There was short discussion regarding the effectiveness of the cleaning contractors. Confirming that both Himself and Cllr. Jose regularly inspects the toilets the Chairman agreed to approach the contractor to discuss councillors' concerns.

**c) Neighbourhood Development Plan Steering Group (NDP SG)**

The Chairman updated members stating that the examiner should be starting work at the beginning of October and that the Chair of the NDP SG would be drafting responses to the comments raised during the Cornwall Council Consultation.

**d) Remembrance Parade and Service 2021**, authorise any action and consider associated expenditure

The Clerk confirmed that invitations had not gone out and to date there was a fairly good response. The Clerk asked the chairman to make contact with the Road Closure company to confirm arrangements for the day and reminded councillors that they would be needed to assist with arrangements over the next few weeks.

**e) WAAF Site**

i) General update

None

iii) Update on the proposals for the future of the WAAF Site, authorise any action and consider associated expenditure

The Chairman reminded the meeting that Cllrs. Jose, Kessell and Hitchen had been tasked to look at the future of the WAAF site and come up with proposals for the council to consider.

The Chairman reminded the meeting of the work of Cornwall Community Land Trust.

Cllr Kessell stated that he felt the land should be retained by the council and developed to provide affordable rental properties for local people.

Cllr Hitchen informed the meeting that the land needed clearing to see its potential and in his opinion that building would be allowed on the 'brown field' site.

The Chairman reminded the meeting that there was not any current budget for developing the site and questioned the purpose of clearing the land.

Cllr. Hitchen proposed that the council obtain quotations for the clearing of the WAAF site. This was seconded by Cllr. Kessell.

Following heated debate Cllr. Hitchen left the meeting.

Councillor Jose informed the meeting that he would be standing down for the WAAF site project.

The meeting voted on Cllr. Hitchens proposal and was carried.

The Chairman asked CC Crabtree to continue with discussions with Cornwall Councils affordable housing department that had been initiated following the September meeting.

The Clerk informed the meeting of the Cornwall Community Housing Trust Seminar scheduled for the 20<sup>th</sup> October and encouraged councillors to attend.

#### f) Love Portreath Climate Action Network (CAN)

Cllr. Symonds read a short report from the Chair of the CAN:

- Thanking Chairman for his invitation to attend the Remembrance Day service.
- Representatives of the CAN continues to attend the CPIR Climate Action Group monthly meetings on behalf of the Parish.
- The CAN have no requests for funding from the Parish Council at this point.
- There are various initiatives underway and in discussion, the group is continuing to expand by word of mouth.

Cllr Symonds encouraged members to get involved. The Clerk agreed to share their details on social media.

#### **9018 Report on the feasibility study for devolving the land on Lighthouse Hill from Cornwall Council with the intention of providing a parking facility, with the potential of overnight parking for campervans and a park and ride service**, authorise any action and consider associated expenditure

Cllr. Kessell informed the meeting that he had asked for a rough quote for the levelling of the site to include a surface suitable as a parking area. Councillors noted that this would be a significant amount of investment for the council and stated that Cornwall Council initial offer of £7000 was nowhere near sufficient.

Councillors questioned the possibility of borrowing to fund the project and questioned how quickly works would need to be carried out if the land was devolved and the funds to create a car park were not yet in place.

CC Crabtree confirmed that Cornwall Council would likely set a time scale for the spending of any monies they offer to the project, and recommended that the plan needed to be firm prior to agreeing a transfer under the devolution program.

Councillors considered the initial quotation and comments that there would be further funding required to make a fee-paying car parking facility operational.

CC Crabtree agreed to go back to Cornwall Council with a figure exceeding the quote for the levelling of the land and to include the costs of installing payment machines to see if they would consider offering more than when the project was considered by the last council.

**9019** To receive various items of correspondence, authorise any action and consider associated expenditure



**a) Correspondence circulated by email**

Councillors confirmed that there had been no correspondence circulated by email during the month of September that required follow up.

**b) General correspondence**

None

**c) Correspondence received since the preparation of this agenda**

- The Clerk reported an email of Thanks received from a parishioner for the provision of such clean toilets.
- The Clerk reported that regarding the Chynance Bollards, Cornwall Council have informed a resident who has been seeing through a complaint that they will replace the bollards with lockable, removable bollards and put in appropriate road markings. However, no confirmation of time scale for these works at present.
- The Clerk informed the meeting that the parish Brownie group are advertising vacancies for leaders and asked members to share this with their contacts.

**9020** To give consideration to any applications received for grants/donations

None

**9021** To agree the date of the next meeting, Monday 6<sup>th</sup> November 2021, 6:30pm

The meeting resolved the date of the next full council meeting be held on Monday 1<sup>st</sup> November at 6:30pm. Proposed by Cllr. Kessell, Seconded by Cllr. Symonds.

**9022** Close of Meeting

The Chairman thanked members for their attendance, and closed the meeting at 20:55.

1<sup>st</sup> November 2021

Chairman – Cllr. Ian Stewart