

**Minutes for the FULL MEETING of PORTREATH PARISH COUNCIL
on Monday 7th March 2022, held at Mary's Church Hall, 6:30pm**



Councillors: Chairman Mr. I. Stewart, Mr. M. Hitchen, Mrs. S. Nash, Mr S. Goodwin and Mr. R. Symonds
Cornwall Councillor Dave Crabtree
6 Members of the Public
Lucy Jose, Clerk to the Council

9096 Chairman's Welcome

The Chairman welcomed those present to the meeting and explained procedures for the meeting. Highlighting the council's caution regarding Covid 19, the Chairman explained the scheme of Emergency delegation would remain in place. The Chairman explained the procedure for public participation highlighting the three minutes per person speaking with a maximum of 15 minutes public participation in total.

9097 To confirm the minutes of meetings held on Monday 7th February 2022

Cllr. Symonds proposed that the minutes for the meeting held on 7th February 2022 be signed as constituting an accurate record of proceedings. This was seconded by Cllr. Nash put to the meeting and carried unanimously.

9098 To Receive Apologies

Apologies were recorded from Cllrs Jose, J. Tull and G. Tull.

9099 Declaration of Interests

The Chairman reminded the meeting that it is up to members to declare an interest on matters arising on the agenda and that if during the course of a meeting members become aware that they have an interest they should declare it at that point.

In relation to members of the council who also sit on the Portreath Improvement Committee (PIC) the Chairman outlined the process for granting dispensation for those councillors to be able to partake in discussion regarding the potential transfer of the Former Public Toilets to the PIC.

The Clerk confirmed that written requests for dispensation to discuss matter relating to the potential transfer of the former toilets to the PIC had been received from Cllrs. Stewart, Goodwin and Nash.

The Clerk confirmed that following the advice of Cornwall Association of Local Councils (CALC) this could not be granted at this meeting due to the limited number of councillor present who do not sit on the PIC.

9100 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)

The Council's link volunteer with the Police Liaison Group gave a report from the meeting held on the 21st February highlighting:

- A successful multiagency operation to target vehicle crime in the Redruth area.
- Prevent & Detect: Operation working with Exeter, North Cornwall Police and the British Transport Police, which had highlighted drug dealing activity on trains.
- Confirmation that a driving licence and insurance was required to use an E-scooter. Use of E-scooters is problematic in many parishes, particularly with Children using them.
- Other Councils requesting regular police presence at their council meetings.
- Community Speedwatch: CC Crabtree had highlighted several areas in Illogan where speeding had been identified as problematic and that local policing teams would be looking into these areas.

A representative of North Coast Holiday Cottages invited councillors to visit the site to see the works to date and hear the vision for the further development of the site.

A resident expressed concerns regarding the potential charges for carparking at Tehidy Woods which Cornwall Council have been consulting on in past weeks. The Clerk confirmed that they had arranged an extension of time for the council's comments on the consultation to be received.

9101 To receive the report of Cornwall Councillor Dave Crabtree, authorise any actions and consider any associated expenditure

CC Crabtree addressed the meeting listing works within the parish this month:

- **Heavy traffic passing the residential properties at Martin Mews, Feadon Lane.** The meeting discussed previous arrangements for the construction traffic at Gwel an Mor using only the new entrance for access to Gwel an Mor and CC Crabtree agreed to Contact the General Manager at the site to discuss.
- **Tregea Hill.** CC Crabtree confirmed that the draft proposals for the project were still outstanding and commented that they should be published by the end of this month.
- **Beach Clean.** CC Crabtree informed the meeting there would be the Camborne Conservative Association Beach Clean taking place on the 12th March 10am-12noon.
- **Sand Build Up.** CC Crabtree confirmed that George Eustice was meeting with the Environment Agency to discuss the removal of the sand which has built upon the beach against the promenade and Former Coal Yard Wall.
- **Speedwatch.** CC Crabtree informed the meeting that the forms for joining were now available and with the coordinator for Portreath.
- **Traffic Speed Monitoring.** CC Crabtree summarised speed data collections form several locations in Illogan. CC Crabtree offered to assist with speed data collections in Portreath Parish. Councillors asked CC Crabtree to arrange vehicle data collections for Bridge Moor.
- **The search for a location for a parish office.** CC Crabtree confirmed he had been chasing Mark Broomhead to come up with a potential location.
- **Potential Charging for parking at Tehidy woods.** CC Crabtree informed the meeting that he strongly objects to the proposed parking charges at Tehidy Woods and that he had responded to the consultation with his strong objection. CC Crabtree confirmed that the consultation had been carried out without the prior knowledge of Cornwall Councillors, and commented that it had not been carried out to LGA guidelines.

The meeting noted that the full plans had not been shared with the community including the provision of play areas, resurfacing of car parks, renovation and repurposing of buildings within the woods and Traffic Regulation Orders being considered to mitigate the effects of people trying to avoid parking charges by using the local road network.

The meeting noted that 88.8% of visitor to Tehidy Woods are local residents and that logistics of charging had not fully been investigated, including how parking meters would be powered and the lack of mobile telephone signal to pay for parking through apps or by the telephone. CC Crabtree informed the meeting that he had requested that enquiries were made into the initial transfer of the woods to Cornwall Council to establish if free use for local people was a condition of the land transfer.

9102 To formulate a response to the consultation 2020 Off Street Parking Places Amendment Order, in relation to the proposals to commence charging for car parking at Tehidy Woods and Gwithian Towns, authorise any actions and consider any associated expenditure

The clerk outlined several letters received from parishioners strongly objecting to the potential parking charges for Tehidy Woods. Speaking strongly in objection to the proposals, residents present at the meeting expressed their concern at the proposed parking charges at Tehidy Woods.

Councillors concurred that the charges were unacceptable and unanimously **RESLOVED** to strongly object to the proposals suggested in the consultation 2020 Off Street Parking Places Amendment Order, in relation to the proposals to commence charging for car parking at Tehidy Woods and Gwithian Towns.

9103 Planning

(a) To give consideration as consultees to:

None - Portreath Parish Council has not been consulted on any planning applications during the month of February

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

None

(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

The meeting noted that planning applications PA21/10856, PA21/04942, PA21/04998, PA21/10929 and PA21/12690 had been approved during the month of February 2022.

The Clerk confirmed that she had contacted the Environment Agency and asked for support with wording a response to planning applications that may have a negative impact of the flood risk to the Portreath Stream. The Clerk confirmed that Illogan Parish Council had also resolved to support this council by alerting them to planning applications that may have an impact on the Portreath Stream and objecting to applications that do not mitigate the flood risk to the Portreath Stream. The Clerk commented that Illogan Parish Council would also be writing to the environment agency.

The Clerk confirmed that the planning department at Cornwall Council had been less helpful with the matter and placed responsibility on the council to look at the weekly planning reports to identify such planning applications. Cllr. Hitchen agreed to study the weekly planning reports to identify application that may have an impact the Portreath Stream.

9104 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 28th February 2022 balance of the current account stood at £26923.40 and the balance of the Savings Account stood at £30,221.99. The Bank statements were signed by Cllr. Symonds, Vice-Chairman of the Finance & Staffing Committee.

ii) To approve the bank reconciliation for the month of February 2022

The Clerk presented the Bank reconciliation for the month of February 2022 to the meeting. This was approved by councillors and signed by Cllr. Symonds.

iii) To receive the Payment Schedule for the period 1st February 2022 – 28th February 2022 and authorise payment of invoices received and payments scheduled for 1st March 2022 – 31st March 2022

Out lining the payment schedule the clerk detailed payments made totalling £2420.73 for the period 1st February 2022 – 28th February and payments totalling £5910.00 due for payments in the period 1st February – 28th February 2022.

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 None

(b) Finance and Staffing Committee Report

i) General Report

The Chairman of the Finance and Staffing Committee confirmed that there would be a meeting of the committee on the 21st March at 6:30pm.

(c) Clerks Report

i) General report

- **Voting at meetings** The Clerk requested that Councillors clearly raise their hands when voting on proposals so that everyone present in the room can see their vote. The Clerk confirmed that they only routinely record the number of votes for, against and any abstentions. Councillors' names are not usually recorded unless requested at the time of the vote.
- **Training** The Clerk reported positive feedback from the recent Breakthrough training. The Clerk reported that the feedback included that the council considers the possibility of live streaming meetings on the internet. The Clerk requested that councillor study the practices of councils, with the view on live streaming this councils' meetings in the future.

The Clerk asked councillors to look at the training schedule that had recently been circulated and for councillor to make contact with her if they would like booking onto any of the training sessions.

- **MVRG (Mining Villages Regeneration Group)** The Chairman updated Councillors stating that this council had hosted the recent MVRG meeting in February. The Chairman commented that the network was useful and that many of the villages had similar reoccurring issues as this this council and referred to the Rural Status Report which had previously been circulated.

The Chairman commented that a visit to Portreath School was planned for later in the week to promote the trip to the EXPO. The Chairman reminded Councillors that this council was funding the transport for the school trip.

- **Clerks Hours and 2021 NALC pay award** The Clerk highlighted the hours they would have worked by the end of March and the outstanding holiday. The Clerk confirmed that they would work with the Finance and Staffing Committee to come to an agreement on carrying over holiday to 2022/23 and payment for hours owed.

The Clerk informed the meeting that the 2021 pay award had finally been settled by NALC and that this would be formally noted at the Finance and Staffing Committee and implemented by the payroll contractor.

- **Charlotte Caldwell** The Clerk confirmed that Charlotte Caldwell the Community Link Officer for Camborne, Pool, Illogan, Redruth and the mining villages was leaving her job at the end of March. The Clerk commented that this was a great loss to both Cornwall Council and the CPIR network and that Charlotte would be Sorley missed. The Clerk confirmed that they would sign her leaving card on behalf of the council. The Clerk informed the meeting that that the role would be taken over by Vanessa Luckwell, who would be present at the next CPIR meeting.
- **Code of Conduct** Referring to the Code of Conduct the Clerk drew councillors' attention to the Nolan Principals, on which the code is based. The Clerk reminded councillors what to do if they feel a councillor is not abiding by the code of conduct.

ii) Platinum Jubilee

The Chairman reminded the meeting that the council had committed to purchasing the jubilee beacon. The Clerk reported slow progress as they have been unable to meeting with the Jubilee coordinator to date, however they would be meeting with the co-ordinator and the Chairman tomorrow where it is hoped that all arrangements can be confirmed.

iii) To consider the purchase of commemorative Platinum Jubilee gifts for the children of the parish up to the value of £300, authorise any action and consider associated expenditure

The Clerk suggested that the Parish Council gift the children of the parish a commemorative gift. The Clerk made the suggestion of a jubilee mix of seed for all the primary and preschool children in the parish. The Clerk suggested additional packets were ordered to give to various parish organisations and residents.

The Chairman proposed that the council purchase of commemorative Platinum Jubilee gifts for the children, organisations and residents of the parish up to the value of £300. This was seconded by Cllr. Nash put to the meeting and carried unanimously.

iv) Report from the Gwel an Mor communications meeting

The Chairman summarised the visit to Gwel an Mor, explain that due to Covid 19 communications with the new owners of Gwel an Mor had not really been established and the point of the meeting was to rebuild the good communications, as had been in place with the previous owners.

The Chairman highlighted the ambitious plans of the owners. Cllr. Hitchen commented on the lack of support for local businesses with the building of the lodges having been transferred to national companies bringing in materials and trades people from out of the county.

The Chairman commented that the current capacity of park once all current works are complete would be 700, people, but the vision was to build further accommodation for up to 1700 guests. The meeting noted that the electorate of the parish was far less than this figure and the total residents in the parish was not as many as 1700.

The Chairman explained that that the vision was to feed guests out to the local community for a Cornish experience and that the business was not modelled on places like 'Centerparcs'.

The Chairman explained that to date no planning applications had been received for the expansion of the park, but thought it likely that there would be planning submitted within the coming months. Councillors queried how the current infrastructure would cope with as many guests as the vision implied commenting that the sewerage system in Portreath was not adequate for that many more properties. The Chairman commented that a representative Love Portreath CAN had been present at the meeting and highlighted a number of areas of concern with the vision. The meeting noted that it was likely that the golf course would be one of the areas that the owners would look to develop.

The Chairman concluded stating that it was good that lines of communication has been reopened, and that the council will be formally consulted as and when any planning application are brought before Cornwall Council Planning Department. The Clerk agreed to circulate future agenda to the management team.

9105 To consider the Local Maintenance Partnership (LMP) offer of £290.26 from Cornwall Council for the trimming of the public rights of way within the parish, authorise any action and consider associated expenditure

The Clerk explained the LMP offer from Cornwall Council. Councillors considered the offer and the work involved with taking on this work.

Councillors unanimously resolved to decline the Local Maintenance Partnership offer of £290.26 from Cornwall Council for the trimming of the public rights of way within the parish.

9106 Update on projects for the year 21/22, authorise any action and consider associated expenditure

a) Former Public Toilets

i) General update

The meeting notes that the building was deteriorating due to lack of maintenance.

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

• General Update

The Chairman summarised the project to date, explain that following the last meeting a draft Heads of Term document had been produced and passed to the PIC along with the documentation from the original transfer to the council and a list of areas that the PIC would need to consider prior to the transfer.

The Chairman highlighted the overage clause in the original transfer documents and confirmed that he was in contact with Cornwall Council to see if this could be waived, however it was felt that it would not be likely that they would waive this on both the former toilets and the WAAF site.

• Heads of Terms Update

As above, the Chairman confirmed that the draft HOT document had been forwarded to the PIC.

b) Public Toilets

The Chairman outlined some minor repairs and the replacement of broken locks, and confirmed that routine maintenance was scheduled to install skirtings to each cubicle for ease of cleaning and to keep the cubicles looking tidy.

c) Neighbourhood Development Plan (NDP)

The Chairman confirmed that the plan following the examination was now with Cornwall Council who were actioning some minor changes as recommended by the examiner and that the likely date for referendum was May/June 2022.

The Chairman confirmed that the Council could publicise the referendum, but were not permitted to promote the supporting of the NDP or influence the voting of parishioners.

d) Signage

The Chairman confirmed that the excavation licence had been forwarded to the contractor, and were awaiting its return before it can be submitted to Cornwall Council for approval, prior to arranging a date for the signs to be installed.

e) WAAF Site

i) General update

None

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

- General Update

The Chairman summarised the project to date outlining the two options investigated to date.

- Options for moving the affordable Housing project Forward

❖ ***Self-manage an Affordable housing development – Cllr. Kessell***

Cllr. Kessell was not present at the meeting to give an update on the option to self-fund and manage an affordable housing development at the WAAF site. It was noted that no information had been circulated on the option to self-fund or manage such project prior to the meeting.

❖ ***Cornwall Council – to manage an affordable housing***

The Chairman explained that although Cornwall Council were keen to be involved with the project their building partners had recently gone into liquidation and therefore, they would not be able to deliver such a project at this time.

❖ ***Offer of purchase of the land from Classic Builders in conjunction with Coastline housing***

The Chairman reminded the meeting of the presentation given by Ms Hayman and Mr Hewitt-Boorman and invited Ms Hayman to address the meeting.

Ms Hayman outlined the proposal for a 100% affordable housing development for those with a Section 106 local connection to the parish on this rural exception site. Ms Hayman highlighted the relationship with Coastline Housing and the developers Classic Builders.

Ms Hayman indicated that at this stage it was likely there would be a 70/30 mix of rental and affordable homes to purchase. Ms Hayman commented that the accommodation for sale would be through the agent Help to Buy Southwest and agreed to send details of how to register with the agent to the Clerk. Ms Hayman outlined how ownership affordable properties works.

Councillors asked if key workers could be included within the S106 agreement, Ms Hayman commented that guidance on this would need to be sought from Cornwall Council on this matter.

Mr Hewitt-Boorman confirmed the offer of Classic builder to cover all of the councils' legal fees for the transfer.

iii) **To resolve under the 1960 Public Bodies (Admission to Meetings) Act to exclude the press and public due to the confidential nature of the business to be discussed**

The meeting unanimously **RESOLVED** under the 1960 Public Bodies (Admission to Meetings) Act to exclude the press and public due to the confidential nature of the business to be discussed

iv) **To consider the costs involved with the project and**

- **Appoint solicitors to act on the council's behalf**

Following discussion, The Chairman proposed that Portreath Parish Council appoints Coodes solicitors to act on their behalf for the transfer of the former WAAF for the purpose of an affordable housing development. This was seconded by Cllr. Goodwin, put to the meeting and carried unanimously.

- **Appoint a land valuation agent**

Following discussion Cllr. Hitchen proposed that Portreath Parish Council appoints Lodge and Thomas make a valuation of the land known as the Former WAAF Site. This was seconded by Cllr. Goodwin, put to the meeting and carried.

iii) **To resolve to move back to open session and invite the public to re-join to the meeting**

The meeting unanimously **RESOLVED** to move back to open session and invite the public to re-join to the meeting

iv) **To consider the options for moving forward with the project and chose an option from those discussed under item 10, e, ii) on the agenda, authorise any action and consider associated expenditure**

Following discussion for the three options Cllr. Hitchen proposed that the Portreath Parish Council appoints Coastline Housing and Classic builders to deliver an affordable housing development for people with a local connection to the Parish of Portreath on the Former WAAF site. This was seconded by The Chairman, put to the meeting and carried. Cllr. Symonds abstained from the vote stating that following the work Cllr. Kessell had put into the project he would have likes the opportunity to hear his proposal prior to making the decision.

9107 To receive various items of correspondence, authorise any action and consider associated expenditure

a) Correspondence circulated by email

- **Support for Ukraine**

The Council unanimously **RESOLVED** to make the following statement of Support for the Ukraine:

Portreath Parish Council condemn the multiple attacks and violations of the territorial integrity and sovereignty of Ukraine. We express our full support and solidarity to the Ukrainian people. We will not accept that our European values and integrity be attacked by the Russian Federation. We are firmly opposed to the dismemberment of a free and democratic state in Europe.

The escalation of violence, repeated bombings and attacks on Ukrainian cities and territories are a serious threat to the preservation of peace and democracy across Europe. We call on the Federation of Russia to cease its attack, to leave the national territory of Ukraine, to respect all international treaties and fundamental principles of international law and to recognise the full sovereignty of Ukraine over all its territories, including Donbas and Crimea.

b) General correspondence

- Correspondence received on behalf of Mr M. Hitchen, North Coast Holiday Village
The Council discussed at length the correspondence received and concurred that there was no action required to follow up.

c) Correspondence received since the preparation of this agenda

None

9108 To give consideration to any applications received for grants/donations

None

9109 To agree the date of the next meeting, Monday 4th April 2022, 6:30pm

The Meeting unanimously **RESOLVED** that the date of the next full meeting of the council would be Monday 4th April. The Chairman reminded members of the Finance & Staffing Committee of their meeting scheduled for the 21st March.

9110 Close of Meeting

The Chairman thanked everyone for their attendance and participation and closed the meeting at 21:00.

4th April 2022

Chairman – Cllr. Ian Stewart

DRAFT