

Present: Councillors: Chairman Mr. I. Stewart, Mr. B. Jose, Mr. M Hitchen, Mr. R. Symonds, Mr. S. Goodwin, Mr. J. Tull, Mrs. S. Nash and Mr P Kessell
Cornwall Councillor Dave Crabtree
4 Members of the Public
Lucy Jose, Clerk to the Council

8957 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.

8958 To Receive Apologies

Apologies were noted from Cllr. G. Tull

8959 Declaration of Interests

Cllr. Jose declared an interest in agenda item 8, f, vii, planning application PA21/05298

8960 Public Participation Session, when members of the public may raise matters with Councillors

a) Public Present may raise matters with Councillors

The Chairman invited public present to address the meeting.

A parishioner, resident of Forth Vean highlighted the difficulties with leaving the road in a vehicle travelling onto Cot Road. The parishioner stated that cars come up Tregea Hill and accelerate as they travel round the corner onto Cot Road, making leaving the estate a danger for both those in vehicles or this crossing on foot. The meeting noted that there had been a number of accidents in this location in the past.

The Chairman asked the Clerk to write to highways highlighting the concerns raised by the parishioner.

b) Previously received correspondence to be raised as part of the public participating session (see supporting documents)

The Clerk read the correspondence received from a parishioner who was unable to attend the meeting, but keen to have input. The meeting noted that this had previously been circulated to members for consideration.

The Clerk highlighted the parishioner's main concerns and suggestions including:

- Dangerous parking on Beach Road
- Speeding vehicles along Beach Road
- The Possibility of a speed check scheme operating on Beach Road
- The possibility of speed activated signage on Beach Road
- Lack of designated pedestrian crossing points on Beach Road
- Dangerous parking on double yellow lines on Tregea Hill, and the corner of Beach Road and Tregea Hill and outside the Hub.
- Suggestion of vehicle recognition cameras as traffic enforcement in Portreath
- Lack of litter bins in Portreath
- Suggestion of community signage throughout the village.

The Chairman reminded the meeting of the councils bid for funding to address the issues on Tregea Hill, commenting that the bid had been in for a year and that the council had only recently received confirmation that the project was now with the design team. The Chairman explained that once complete the design would then need to be approved, prior to a six-week public consultation before any works could start on the improvements.

The Chairman then explained that the council had paid for additional parking enforcement in 20/21, and that CC Crabtree had secured an increased presence from parking enforcement in recent weeks, which would be targeting the problem areas.



The Chairman explained that resurfacing works were due for Tregea Hill but these have been pushed to the end of 21/22, however the double yellow lines had been reinstated at the bottom of Tregea Hill which, has had a noticeable impact on dangerous parking.

The Chairman informed the meeting that the parking on Beach Road, where the parked vehicles reverse onto beach road had been highlighted with highways on a number of occasions. The chairman explained that it was the view of highways that the parked vehicles are a natural traffic calming measure and that the formalisation of parking in the area would reduce the amount of parking available, be a costly exercise, potentially reduce the width of the road even more than at present.

The Chairman commented that CC Crabtree was actively promoting the 20 is Plenty campaign for the village.

The meeting noted that discussion of these matters would take place under item 7 (minute ref: 8963)

8961 To confirm the minutes of meetings held on Monday 7th June 2021

Cllr. Jose proposed that that the minutes for the meeting held on 7th June 2021 be signed as constituting an accurate record of proceedings. This was seconded by Cllr. Tull, put to the meeting and carried unanimously.

The meeting noted that brief notes from the working group meeting held on the 5th July had been published on the website.

8962 To receive the report of Cornwall Councillor Dave Crabtree, authorise any actions and consider any associated expenditure

CC Crabtree addressed the meeting acknowledged the problem with dangerous parking on Tregea Hill. CC Crabtree reiterated that he had engaged with CC parking enforcement to increase the core visits to the parish, and instructed the officers to concentrate on Tregea Hill and the corner on Beach Road.

CC Crabtree explained that he had been liaising with the community policing team who had also agreed to increase patrols in the area focusing on dangerous parking where resources were available. The meeting noted that general parking enforcement was not within the remit of the police.

CC Crabtree referred to the 20 is Plenty campaign, commenting that whilst it was a priority of the current CC administration that they were still working to the budget set by the previous administration and that it would be likely that the project would gather momentum in 22/23.

CC Crabtree commented that he was working to set up a speed watch group to operate in Illogan and Portreath, and would forward details as they are available. CC Crabtree offered to support mobile speed monitoring requests within the parish.

A parishioner present questioned if CC Crabtree suggestion of Double Red lines on Tregea Hill would be a possibility. CC Crabtree confirmed that this was not an option in this location.

8963 Consider the impact of dangerous parking in the parish in particular Tregea Hill and Beach Road, authorise any actions and consider any associated expenditure

Following on from the discussion during public participation session the Chairman talked through the option for easing the impact of dangerous parking on Tregea Hill and Beach Road. The Chairman commented that speed watch would help, residents complaining to the correct channels may also be beneficial. The Councillors asked the Clerk to publicise the details for reporting dangerous parking to the police and parking enforcement.

The Chairman asked Councillors if they wanted to consider funding a Service Level Agreement with CC parking enforcement. Following short discussion members concurred that the additional presence of parking enforcement organised by CC Crabtree would be sufficient and that the parishioners should not bear the cost of any further enforcement.

8964 **Planning**

(a) To give consideration as consultees to:

There have been no applications received Cornwall Council for comment as consultees

(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 PA21/05972, PA21/03574 and PA21/04814 had been approved and planning applications PA21/00864 and PA21/05676 had been refused.

(f) To ratify the consultee comments made under the scheme of emergency delegation for the planning applications:

The Chairman explained that the process was now to ratify the decisions that had been made under the scheme of delegated authority. The Chairman reminded members that this was not a point for discussion of altering the decision that had been made to date.

i) **PA21/04421**

The Chairman proposed that the response to the planning consultation for application PA21/04421 made under the scheme of emergency delegated authority be ratified. This was seconded by Cllr. J. Tull, put to the meeting and carried unanimously.

ii) **PA21/02541**

The Chairman proposed that the response to the planning consultation for application PA21/02541 made under the scheme of emergency delegated authority be ratified. This was seconded by Cllr. Goodwin put to the meeting and carried unanimously.

iii) **PA21/04652**

The Chairman proposed that the response to the planning consultation for application PA21/04652 made under the scheme of emergency delegated authority be ratified. This was seconded by Cllr. Jose, put to the meeting and carried unanimously.

iv) **PA21/04814**

The Chairman proposed that the response to the planning consultation for application PA21/04814 made under the scheme of emergency delegated authority be ratified. This was seconded by Cllr. Jose, put to the meeting and carried unanimously.

v) **PA21/05676**

Following lengthy debate, The Chairman proposed that the response to the planning consultation for application PA21/05676 made under the scheme of emergency delegated authority be ratified. Following lengthy debate during which Cllr. Hitchen was warned by the Chairman that he was becoming disruptive, asked to desist or as per the councils Standing Orders he would be asked to leave the meeting. The Proposal was seconded by Cllr. Goodwin, put to the meeting and carried with 7 councillors in favour. This was seconded by Cllr. Goodwin, put to the meeting and carried with 7 councillors in favour.

vi) **PA21/05972**

the Chairman proposed that the response to the planning consultation for application PA21/05972 made under the scheme of emergency delegated authority be ratified. This was seconded by Cllr. J. Tull put to the meeting and carried unanimously.

vii) PA21/05298

The Chairman proposed that the response to the planning consultation for application PA21/05298 made under the scheme of emergency delegated authority be ratified. This was seconded by Cllr. Nash, put to the meeting and carried with 5 councillors in favour. Cllr. Jose abstained from the vote due to having declared an interest in the matter earlier in the meeting.

Cllr. Hitchen asked it be recorded in the minutes that that he strongly disagreed with the consultee comments made by the council for the planning application PA21/05298

viii) PA21/04998

The Chairman proposed that the response to the planning consultation for application PA21/04998 made under the scheme of emergency delegated authority be ratified. This was seconded by Cllr. Jose, put to the meeting and carried unanimously.

8965 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 £21,583.94 and the balance of the Savings Account stood at £30,220.13. The Bank statements were signed by Cllr. J. Tull.

ii) To approve the bank reconciliation for the month of June 2021

The Clerk presented the Bank reconciliation for the month of June 2021 to the meeting. This was approved by councillors and signed by Cllr. J. Tull.

iii) To approve the bank reconciliation for the month of July 2021

The Clerk presented the Bank reconciliation for the month of July 2021 to the meeting. This was approved by councillors and signed by Cllr. J. Tull.

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

The clerk displayed the payment schedule with payments totalling £5545.98 for the period 1st June 2021 – 30th June 2021 and £8654.70 for the period 1st July – 31st July 2021 and payments totalling £14,947.76 scheduled for 1st August 2021– 31st August 2021.

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

v) To note any income received

None

vi) Approve the banking mandate

The Clerk informed the meeting that this was not necessary at this time and recapped that all councillors are listed as signatories on the bank account and have access to online banking with all councillors have the ability to view and authorise payments and that the chairman has the authority to submit payments. The Clerk has the authority to view the accounts and submit payments but no authority to authorise payments. The Clerk reminded the meeting that the paperwork for adding the final two councillors to the bank account was in process.

vii) Budget Review

The Clerk displayed the budget review and explained that the predicted expenditure to the 31st July had included everything that had been invoiced for but was awaiting payment and that the estimated expenditure did not include any thing that the invoiced had not yet been received for. The Clerk commented that as things stood the council was working within its budget.

(b) Finance and Staffing Committee

Representing the finance & Staffing Committee the Chairman updated members informing them, that the committee had met informally several times to consider staffing arrangements and that a public meeting of the committee would be scheduled in the coming weeks to address issues that the committee had highlighted to date and to appoint a chairman, and finalise governance documentation.

(c) Clerks Report

i) General report

- E A Report on website, the Clerk commented that residents backing on to the stream had received personalised correspondence for the EA regarding further surveys that will be carried out over the coming months.
- **Freedom of Information Act Requests**
The Clerk highlighted how much time had been put to FOI requests, commenting that time spent dealing with these is time lost from doing other important Parish Council work. The Clerk commented that one requestee has asked for the information to be resent on two separate occasions.
- **Streetlighting**
The Clerk updated councillors that the UMS certificate should now have been issued from Western Power to the supplier confirming ownership of the streetlighting by Cornwall Council. The Clerk confirmed that she is in contact with the supplier and that although bills have been issued for Jan-June 2021 and remain unpaid, these should be cancelled once the UMS Certificate of received by the supplier.
- **Barclays Visit**
Barclays are keen to keep visiting as they believe that their first two trips were a success. I have put them off for August as I believe there will be no available parking, but they have asked to come back in September, then every 6 weeks.
- **Rubbish at Cambrose**
The Clerk reported that following several complaints about the arrangements for collecting of rubbish at Cambrose a meeting had been held on site with representatives from Cornwall Council and this council. A solution had been offered and agreed by both this council and Cornwall Council. Cllr Hitchen had agreed to liaise with the relevant land owners to agree a programme of collection from the residential properties in the area to bring the agreement to fruition.
Cllr Hitchen confirmed that he was still awaiting authorisation from one of the land owners to enable the agreement to go ahead. The Clerk offered to write to the land owners to prompt a response.
- **Appraisal and Holiday for August**
The Clerk confirmed that the Chairman and Cllr. J Tull had conducted her appraisal during July. The Clerk informed the meeting of her intention to take annual leave in the weeks commencing 9th August and 16th August, during which time the parish office would remain closed and out of office response set on the parish email account.
- **Policies** The Clerk informed the meeting that she had been working on policies including the new code of conduct, Action Plan and policy for dealing with abusive, persistent or vexatious complaints and complainants.

ii) Consider the replacement of the grit bin on Tregea Hill, authorise any actions and consider any associated expenditure

The Clerk informed the meeting that Cllrs. J & G Tull had recently carried out an audit of the grit bins in the parish and had recommended that the bin on Tregea Hill be replaced.

Cllr. Hitchen proposed that a budget of £300.00 be set to instruct a contractor to remove the old grit bin and Cormac be instructed to replace with a new, filled salt bin. This was seconded by Cllr. Kessell, put to the meeting and carried unanimously.

iii) The Queens Platinum Jubilee authorise any actions and consider any associated expenditure

The Clerk informed the meeting that she and the Chairman had attended a meeting outlining national and local preparations for the celebration. The meeting had also been attended by a parishioner representing Portreath Improvements Committee who addressed the meeting outlining the three key areas of celebration and highlighting the bank holiday arrangement for the weekend:

- **The Queens Green Canopy**

Plant a tree for the jubilee, communities encouraged to plant trees. The planting season being Oct 21 – March 22 and Oct 22- March 23. Funding is available for groups such as school to obtain trees and the parishioner identified an area on the Feadon estate where planning was being supported by the PIC.

- **Beacon Lighting**

A special proclamation has been written for town criers.

Pipers are being encouraged to play 'Diu Regnare' which has been specially composed for the occasion.

Beacons are being encouraged to be lit at 9:15pm, these can be anything from lighting a fire, to commissioning someone to make a beacon, a permanent Brazier that can be used in the future from further historical celebrations, possible tourist attraction or purchasing a reusable freestanding gas beacon.

- **Street Party/Big Lunch**

Supported by the Eden Project initiative the Big Lunch, communities are being encouraged to come together to celebrate on the Sunday. Several locations for community lunches were suggested.

Following discussion, Councillors suggested that this Council should support working with parish organisations to bring community celebrations for the Queens' Platinum Jubilee to fruition.

8966 To note the electricity unit price increase (BULB) for the public toilets from 18.52p/KWH to 20.53p/KWH

The Clerk reported a unit price increase of 2.01p per KWH for the electricity supply at the toilets. The Clerk confirmed that she has recently researched alternate suppliers, however there was no supplier of 100% green energy that was close in price to the current tariff all options were far more expensive. The Clerk informed the meeting that standard tariffs were cheaper than green tariffs.

8967 To Appoint Councillors to projects for the year 21/22

Former Public Toilets, Cllrs Hitchen, Stewart & Jose

Public Toilets, Cllrs Stewart and Jose

Mining Trails & Mining Villages Regeneration Group (MVRG) & the Duke of Leeds Land Cllrs. Goodwin, Jose and Stewart

WAAF Site Cllrs. Jose and Hitchen

IT Support Cllrs. Jose and Goodwin

General Signage Cllrs. Hitchen and Kessell

Neighbourhood Development Plan Steering Group (NDP SG) (Cllrs. Goodwin & J. Tull)

Love Portreath Climate Action Network (CAN) Cllr. Symonds

Following discussion Cllr. Nash agreed to support Cllr. Symonds with representing the council on Love Portreath CAN.

Cllr. Kessell proposed that councillors be appointed to projects for the year 21/22 as listed in the agenda for the meeting 02/08/21 with the addition of Cllr. Nash representing the council on Love Portreath CAN. This was seconded by Cllr. Jose put to the meeting and carried unanimously.

The Chairman thanked councillors who volunteered to represent the Parish on outside bodies at the working group meeting in July and asked for volunteers to attend the Police Community Liaison Meetings. A Parishioner present showed interest in attending and the Chairman asked them to liaise with the Clerk.

8968 Update on projects for the year 20/21 authorise any action and consider associated expenditure

a) Former Public Toilets

i) General Report

The Chairman informed the meeting that the rubbish had now been cleared from the former toilets and the working party formed at the July working group meeting had met and swept out the building.

- ii) **To consider the future of the former public toilets**, authorise any action and consider associated expenditure



The Chairman explained the options for the future of former toilet the building to meeting.

- 1) Source funds to refurbish the current building.
- 2) Source Funds to knock down the former toilets building and use the land for community/ heritage purpose or picnic area/ seating area or recycling area.
- 3) Sell the building, outright. Use funds (50% of net sale fund) for supporting the Parish Council Budget.
- 4) Obtain planning permission for a multi - use building, including parish office and small meeting place, to secure 100% of the net sale funds.

The Chairman explained the process for option 4, including informing councillors that it would be likely that additional costs for surveys supporting the planning application including, flood risk and contaminated land which had not yet been identified.

Cllr. Hitchen suggested using the Pre application process, however the Chairman out lined that cost for this being far more than applying of a full application. Cllr. Hitchen commented that he felt the council should sell the building out right.

Cllr. Jose commented that he supported option 4 with option 2 as second preference if option 4 was not viable.

Cllr. Kessell commented that the building was community asset and did not support selling the building, suggesting that another community organisation may be interested in taking on the building.

Cllr. Jose proposed that the council should peruse option 4 with option 2 being followed if option 4 could not come to fruition. This was seconded by the Chairman.

Cllr. Goodwin questioned the details of option 4 stating that he felt more details were needed prior to making a decision on the proposal.

Discussion turned to the possibility of passing this asset to another community organisation. The Chairman commented that advice would need to be sought prior to considering any such transfer.

The meeting discussed time scales for planning determination.

The meeting reconsidered the proposal made by Cllr. Jose earlier during the debate

CC Crabtree offered to set up a meeting with the head of planning at Cornwall Council to discuss the potential planning application relevant to option 4.

Cllr. Goodwin proposed that working group be formed to further discuss the options available for the future of the building, allowing time for further details to be gathered prior to bringing the decision back to the September full council meeting. This was seconded by Cllr. Nash put to the meeting and carried unanimously.

b) Public Toilets

The Chairman informed the meeting they the grounds maintenance contractor employed has been unwell and has not tended to the maintenance in recent weeks.

Cllr. Hitchen suggested contacting the contractor to see if they are happy and able to continue with the grounds maintenance contract as they may now be too busy to fulfil the contract. The Clerk agreed to make contact with the contractor.

The Chairman informed the meeting that he and Cllr. Jose had been managing ongoing minor repairs along with a plumbing contractor for more specialist work. The Chairman asked members if they wanted the social distancing cones to remain in place now covid restrictions have been lifted.

Cllr. Jose proposed that the cones now be removed from outside the public toilets. This was seconded by Cllr. Goodwin, put to the meeting and carried unanimously.

c) Neighbourhood Development Plan Steering Group (NDP SG)

The Chairman gave an update on the NDP stating that Councillors need to appoint an examiner for the next stage of the NDP.

Councillors considered the CV's of the three examiners suggested by the DRS Appointments Specialist from the Royal Institution of Chartered Surveyors (RICS). Following short debate Cllr. Kessell proposed that the NPIERS examiner Liz Beth be appointed by this council. This was seconded by Cllr. Goodwin, put to the meeting and carried.

d) General Signage

Cllr. Hitchen agreed to chase the contractors who he had contacted to get a design for the signage finalised.

e) Remembrance Parade and Service 2021

The Clerk reported that she would be meeting with the Church and the RBL the following day to confirm arrangements and informed councillors that once this is confirmed the road closure company would be booked and the event notice submitted.

The Clerk reminded the meeting that a total of £1500 had been budgeted for the service when the budget was set. The Clerk asked members for their practical support in the preparations of the event.

f) Mining Trails & Mining Villages Regeneration Group (MVRG) & the Duke of Leeds Land

None

g) IT Support

None

h) WAAF Site

The Clerk reported that the invoices for the replacement of the gate post and the trimming of the access lane had now been received.

i) Risk Assessments

The Clerk reported that during July she had started to look at Risk assessment for the WAAF site and the Duke of Leeds Land.

j) Portreath Climate Action Network (CAN)

Cllr. Symonds gave a brief update on the progress for the CAN. The Clerk agreed to circulate the report received to councillors and add the details of the carbon footprint challenge on to the website.

8969 Consider the formation of a planning committee, authorise any action and consider associated expenditure

The Chairman referred councillors to the report circulated prior to the meeting outlining planning committees, how they operate and how other local councils operate.

Cllr. Hitchen spoke in support of a planning committee, referring to the Clerk's report. Cllr. Hitchen stated that he did not agree with the opinion of the advice from Cornwall Association of Local Councils, the cost of a planning committee should not be a consideration and commented that the example of other local councils who operate planning committees should be followed. Cllr. Hitchen commented that councillors commenting on planning consultation should be trained to do so and that a planning committee was of particular importance once the Neighbourhood Development plan is passed.

The Clerk explained how planning is currently managed by the council, commenting that where planning consultations are received that do not fit in with the council's meeting schedule, extraordinary meetings are held, where planning is addressed and other council business can also be transacted.

Cllr. Goodwin commented that planning was the core business of a small council and that it was likely all councillors had an interest in planning as motivation for becoming a councillor. Referring to the Clerk's report Cllr. Goodwin highlighted that similar sized local council do not operate separate planning committees. Cllr. Goodwin agreed that training would be beneficial for all councillors in planning policy.

The Chairman commented that Councillors are representatives of the parish and are not expected to be experts in planning policy.

Cllr. Hitchen expressed his frustration at the planning officers at Cornwall Council and commented that he felt the comments of the Parish Council were often ignored. Cllr. Hitchen highlighted the cost to the applicant of submitting planning applications.

Discussion followed regarding the planning framework and the lack of weight Parish Councils have on the outcome of planning applications. Cllr. Kessell commented that local councils should unite to lobby government to give the views of local councils more weight.

The Chairman moved the discussion back to consideration of forming a planning committee.

Cllr Jose proposed that this council does not need a planning committee and that the council should continue to operate as it does at present by calling extraordinary meeting where required for considering planning applications. This was seconded by Cllr. Goodwin, put to the meeting and carried with 6 votes in favour and two against.

The Clerk informed the meeting that she had made some enquiries regarding planning training with Cornwall Council, the link planning officer and Cornwall Association of Local Councils.

- 8970 To Consider the future of the WAAF site**, authorise any action and consider associated expenditure
Councillors agreed to defer this business to the next full meeting of the council to allow time for full discussion.
- 8971 To consider devolving land on Lighthouse Hill from Cornwall Council for the use of a car park, overnight camping pitches and park & ride service**, authorise any action and consider associated expenditure
Councillors agreed to defer this business to the next full meeting of the council to allow time for full discussion.
- 8972 To receive various items of correspondence**, authorise any action and consider associated expenditure
- Correspondence circulated by email.
Councillors confirmed that there had been no correspondence circulated by email during the months of June July that required follow up.
 - General correspondence
The Clerk reported numbers complaints about parking on Tregea Hill and Beach Road received from residents, as discussed earlier in the meeting.
 - Correspondence received since the preparation of this agenda
The Clerk reported a complaint received from a parishioner regarding the Chairman's alleged illegal use of a drone. The Chairman explained that this was a misunderstanding and confirmed that he was neither owner or had been in control of the drone on the 20th July 2021. The Chairman went on the explain the incident in detail and that he had since spoken to the complainant.
- The meeting asked the Vice Chairman to respond to the parishioner and to prepare some information on legal use of drones to be published on the website and social media pages.
- 8973 To give consideration to any applications received for grants/donations**
None, however the Clerk informed the meeting that she had directed several people interested to the grants policy and application form on the website.
- 8974 To agree the date of the next meeting**, Monday 6th September 2021, 6:30pm

The meeting agreed the date of the next full council meeting as Monday 6th September at 6:30pm. The Clerk informed the meeting that she would send out details of at the virtual working group meeting to discuss the future of the toilets.

8975 Close of Meeting

The Chairman thanked members for their attendance, reminding them the importance of reading the supporting documentation prior to meetings to allow them full information prior to taking part in discussions. The meeting closed at 21:32.

6th September 2021

Chairman – Cllr. Ian Stewart

DRAFT