

**Minutes from the FULL MEETING of PORTREATH PARISH COUNCIL
on Monday 9th January 2023, held at St. Mary's Church Hall, from 6:30pm**



Councillors: Chairman Mr. I. Stewart, Mrs G. Tull, Mrs. V. Webb, Mrs. S. Nash and Mr. S. Goodwin
CC Dave Crabtree
12 Members of the Public
Lucy Jose, Clerk to the Council

23001 Chairman's Welcome

The Chairman opened the meeting outlining safety procedures to those present.

23002 To confirm the minutes of meetings held on Monday 5th December 2022

Councillors unanimously **RESOLVED** the minutes for the meeting held on 5th December 2022 be signed as constituting an accurate record of proceedings.

23003 To Receive Apologies

The meeting recorded apologies from Cllrs. Hitchen, J. Tull and Symonds.

23004 Declaration of Interests

Cllr. Webb declared an interest in agenda item 8, a, ii) Planning application PA22/08609.

23005 Chairmans Report

The Chairman confirmed that he had nothing to report other than items which are already included on the agenda for later discussion.

23006 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)

None

23007 To receive the report of Cornwall Councillor Dave Crabtree, authorise any actions and consider any associated expenditure

CC Crabtree addressed the meeting updating members on the following points:

- **Police Advocate Meeting:** CC Crabtree confirmed their attendance at the police advocate meeting in December. He reported the meeting covering a number of topics including
 - o Speedwatch, where in Devon and Cornwall there were 128 sites used for 224sessions resulting in 1396 warning letters being issued from the 43391 vehicles monitored.
 - o Operation Snap, dash camera footage gathered has been used in prosecutions.
- **Speedwatch:** More volunteers are being trained in 2023.
- **20 is Plenty** will be rolled out in this area by the end of 2023.
- **South Croft Mine Visit:** During the visit CC Crabtree learnt that the below ground rig has now reached a depth of 600m. Pumping out of water will start next year, and discussions are being held with South West Water to consider the possibility of them taking the water pumped out, which could supply 20% of Cornwall's Water.
- **Feadon Lane:** Residents had expressed concern that the council workers had inspected the new signage and speed humps with a view to removing them, CC Crabtree confirmed that highways had no intention of removing either sand that Feadon Lane was a private road.
- **Chynance Bollards:** Letters from Cornwall Council had been delivered to residents informing them of the final decision on the bollards, which had also taken the Local Government Ombudsman's comments into account. The result is that no further action will be taken.
- **Tregea Hill:** Will be closed on the 12th and 13th January for resurfacing.
- **Community Chest Grants:** There is still money available to community groups and charities this year, but the closing date for applications is 31st Jan 2023.

23008 Planning

(a) To give consideration as consultees to:

i) **PA22/10756 | Retention of Existing Incidental Outbuilding to Allow for Annex Accommodation for Non Paying Guests & Holiday Letting Use. | 14 Glenfeadon Terrace Portreath Redruth Cornwall TR16 4JX**

Councillors considered the proposal commenting that holiday letting use contradicted policy 3 of the Neighbourhood Development Plan. Councillors raised concern over the parking arrangements. Councillors noted the comments of the World Heritage Officer. Councillors commented that access to the proposed is poor and commented on the overlooking of neighbouring properties.

Members of Portreath unanimously **RESOLVED** not to support the proposal, as it is not compatible with the Portreath Neighbourhood Development Plan. The original condition 2 in the permission PA17/08228 should remain. The Incline is a significant part of the heritage of the area and should not be obstructed or in any way diminished. Parking arrangements are also of concern.

ii) **PA22/08609 | Proposed removal of existing roof and construction of new first floor increasing the roof height by 1.15m. Small extension at ground floor level to increase lounge width by 1.8m. | 14 Forthvean Portreath Redruth Cornwall TR16 4NY**

Cllr. Webb declared an interest in the item and left the meeting.

The meeting heard the applicant speak in support of the proposed, explained the amendments to the design including the use of obscured glazing and reduction in ridge height.

Neighbouring residents spoke in objection highlighting that whilst the design had been amended there would still be significant overlooking to the neighbouring properties. Residents also highlighted the negative effect on the street scene the proposed would have.

Following discussion members of Portreath Parish Council unanimously **RESOLVED** not to object to the proposal subject to the planning officer resolving the privacy issues raised in the public comments on the planning portal.

Cllr Webb re-joined the meeting.

iii) **PA22/10959 | Two new dwellings replacing three dwellings (Amended Design) | Sea Sands Battery Hill Portreath Redruth Cornwall TR16 4NW**

The meeting considered the proposal noting the previously approved applications for this site.

Members of Portreath Parish Council unanimously **RESOLVED** not to raise objections to the proposal subject to it complying with policy 3 of the Portreath Neighbourhood development Plan. Councillors wish the planning officer note the lack of parking available for a development of this size.

iv) **PA22/10885 | Full planning for the erection of agricultural shed | Land NE Of Cambridge Barn Cambrose Redruth Cornwall TR16 4HT**

The planning agent for the application spoken in support of the proposal.

Noting the comments of the planning officer Members of Portreath Parish Council **RESOLVED** to support the proposal providing the County Land Agent is satisfied there is sufficient agricultural justification for the development proposed.

v) **PA22/11147 | Proposed replacement of former toilet block and construction of new building containing store, office, meeting room and disabled w.c. | Former Public Conveniences Sea Front Portreath Redruth TR16 4NN**

The Chairman summarised the plans explained the need for the council to have an office, meeting room and store. The Chairman highlighted the state of disrepair the current building is in and commented that the proposed would be set back from the current footprint allowing the pavement to be wider allowing better access to the public toilets.

Parishioners asked questions about the building which were answered by the Chairman and councillors.



Members of Portreath Parish Council unanimously **RESOLVED** to support their application. Commenting the building is to provide a parish office that does not presently exist, for the better conduct of parish business and to promote more contact with parishioners. It would also provide a meeting room for the council and also be available for use the parishioners. By moving the building footprint one metre to the South, it would provide a wider pavement for accessing the public toilets.

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

The Clerk confirmed that planning applications PA22/11447, PA22/10803 & PA22/11097 had been received since the preparation of the agenda and would be considered at the February meeting of the council.

(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 planning applications PA22/10089 had been approved

23009 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 31st December 2022 balance of the current account stood at £17,249.74 and the balance of the Savings Account stood at £60,536.10. The Bank statements were signed by The Chairman.

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

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

iii) To receive the Payment Schedule for the period 1st December 2022– 31st December 2022 and authorise payment of invoices received, and payments scheduled for 1st January 2023– 31st January 2023

Outlining the payment schedule the Clerk detailed payments made totalling £4688.80 for the period 1st December 2022– 31st December 2022 and payments totalling £12818.51 due for payment in the period 1st January 2023 – 31st January 2023.

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

iv) To note any income received

The meeting noted income totalling £ 1595.57, including a donation of £1400.00 from the Portreath Association Limited (PAL) towards the running costs of the toilets. The Chairman confirmed that they had written a letter of thanks for the donation to the PAL board of directors.

(b) Finance and Staffing Committee Report

i) General Report

No Update

ii) Update on the requests for financial support from local businesses

Cllr. Goodwin commented that they had written to one of the businesses in the parish and would be writing to the rest in the coming weeks.

iii) To consider the future of the Finance and Staffing committee

The Chairman expressed their concerns at the lack of efficiency of the staffing committee, commenting that instead of reducing the work the clerk does it had increased the workload.

The Clerk explained the process for dissolving a committee and recommended that at the annual meeting of the council a staffing committee is formed.

Councillors concurred that the committee was not as effective as had been hoped and that not reforming it at the annual meeting was a good idea.

The Chairman Proposed that the Finance and staffing committee is dissolved at the annual meeting of the council to be replaced with a finance working group and that a staffing Committee be formed at the Annual meeting of the council, meeting annually in September and as required during the rest of the year. This was seconded by Cllr. Webb, put to the meeting and carried.

(c) Clerks Report, authorise any action and consider associated expenditure

i) General report

- **Training:** The Clerk confirmed that they continue to build their CPD points by attending SLCC events and training to qualify for the quality council awards. The Clerk commented that in order to attain the Quality Council award the council must publish an annual report, which they confirmed was in the process of being produced ready for the electors meeting in the spring.
- **Annual Leave:** The Clerk confirmed that they would be taking annual leave from the 13th – 17th February.
- **Tree Works:** The Clerk confirmed that the tree works that had been identified in the Tree Survey of the Duke of Leeds land had now been completed.

ii) Council meetings

The Clerk commented on the length of meetings and stated that it would help move meetings on if reports could be received in advance of the agenda being published so that councillors had sufficient time digest the information prior to the meeting, keeping discussion short and to the point. The Clerk confirmed that agenda items or items to be circulated with the agenda needed to be received at least 7 clear days before the meeting.

iii) To receive updates from councillors of outstanding Action Plan items

The Clerk highlighted a number of outstanding actions, and asked councillors to give updates on the outstanding items.

Councillors took onboard the importance of completing these tasks and agreed to move forward with them.

iv) To agree to co-option process filling the casual vacancy as councillor

The Clerk advised that an election had not been requested by parishioners and that the vacancy could now be filled by co-option.

Councillors unanimously **RESOLVED** to fill the vacancy by co-option.

The Clerk suggested that councillors consider the time scales for filling the vacancy and commented that if the vacancy was advertised in the coming days, it would not leave sufficient time for interested persons to apply for co-option at the February meeting. Councillors concurred and asked for the position to be filled at the March meeting of the council.

The Clerk confirmed that interested persons should apply in writing with the names and signatures of two electors as proposer and seconder for the position. The Clerk informed councillors that at the March meeting interested persons would be invited to introduce themselves to the council and that should there be more than one applicant a vote would take place to fill the position.

The meeting discussed how to recruit councillors with the skills that fill the current gaps of the councillors at present. The clerk confirmed it depend wholly on who applied for the positions and that at an election the council would have no say over the candidates, providing they all qualify.

v) **To confirm the amended dates for the council meetings in April and May 2023 due to the additional May Bank holidays.**

- 3rd April: Full Council Meeting
- 24th April: Additional Full Council Meeting
- 15th May: Annual Meeting of the Council

Councillors unanimously **RESOLVED** to update the meeting dates for April and May to:

- 3rd April: Full Council Meeting
- 24th April: Additional Full Council Meeting
- 15th May: Annual Meeting of the Council

(d) **Police Liaison Report**, authorise any action and consider associated expenditure
None

(e) **Update from the Youth and Community Engagement Working Group**

Cllr. Webb updated the meeting reporting on a successful first youth engagement session with 20 young people in attendance. Cllr. Webb thanked the Atlantic Cafe for hosting the event and Action for Children for their ongoing support.

Cllr. Webb informed the meeting that the working group would meet with representative of Action for Children prior to the next session on the 9th February. Cllr. Webb requested that councillors encourage any young people they know to attend.

(f) **Update on the anti-dog fouling campaign**

Cllr. Webb informed councillors that she was delivering an assembly at Portreath school with the manager of Feadon farm, which would link animals and the rubbish in the environment with the poster competition for the children to design an anti-dog fouling poster to use in the identified hot spot areas. Cllr. Webb stated that the targeted poster campaigns do work, as evidenced by other local parishes.

(g) **Update on the Community Warm Spaces Initiative**

Cllr. Tull updated the meeting stating that the sessions had been proving popular, especially the bingo session. The sessions will continue into February and March.

23010 Safeguarding

a) **Update from the Cornwall Council safeguarding training session**

The chairman highlighted the council's duty to consider safe guarding and the need for a policy and appointed person.

b) **To consider the adoption of a safeguarding policy**

Cllrs Webb & Nash agreed to look for a model policy that the council could adopt.

c) **To consider appointing a nominated safeguarding person**

Cllr. Nash volunteered to be the nominated safeguarding person for this council

23011 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 summarised the LMP scheme. Councillors noted the amended offer for the Local Maintenance Partnership was £ 312.05.

Councillors unanimously **RESOLVED** to decline the offer of Local Maintenance Partnership

23012 Climate Action Plan: To consider the 'Short Term Actions' set in the in the Climate Action Plan adopted in 2020, identify actions to be implemented, authorise any action and consider associated expenditure

The meeting looked at the 'Short Term Actions' identified in the Climate Action Plan. The meeting concurred that many of the sections had been met already. The meeting identified several actions that have not yet been met and asked represents of Love Portreath CAN to assist with the council meeting these targets.

23013 To receive an update on the Parish Emergency Plan authorise any action and consider associated expenditure
Cllr Tull informed the meeting that there had been little progress over the past month due to illness. Cllr. Tull informed councillors that they still await a meeting with the current project coordination before any further actions can be taken.

23014 Update on projects for the year 22/23, authorise any action and consider associated expenditure

a) Former Public Toilets

i) General Update

The Chairman reported that the broken facias had been repaired and highlighted that this was an indication of poor state of repair the building.

ii) Update on the progression of the redevelopment of the building

The Chairman confirmed that the planning application for the redevelopment of the building has been submitted and confirmed that they would be completing the grant application form the Levelling up Funding for the project with the Clerk and CC Crabtree.

b) Public Toilets

The Chairman confirmed that the lighting issue had been repaired and that Wallgate were due to visit for the service due in January.

c) Technology

i) General

Cllr. Goodwin acknowledged their responsibility to source both a replacement projector screen and a fit for purpose mobile phone for the Clerk. Cllr. Goodwin also agreed to investigate the IT issues with getting the projector to link with the parish laptop.

ii) NDP Website

The Chairman informed the meeting that the council need to consider consolidation the Parish Council Website and the Neighbourhood Development plan website into one to reduce the cost of website hosting. The Chairman asked the clerk to obtain a quotation for the work and Cllr Goodwin to consider if this was a task that they could undertake.

d) WAAF Site

i) General update

None

ii) Update on the proposed development of the WAAF Site for a 100% affordable housing development with Coastline Housing, authorise any action and consider associated expenditure

The Chairman updated the meeting with the progress of the proposed development. The Chairman stated that last correspondence from the land agent was that the developers are in the process of appointing an architect.

Representative of Love Portreath CAN expressed extreme concern at environmental impact of the development.

There was lengthy, heated debate about the proposed development of the Former WAAF into a 100% affordable housing development. Representatives of Love Portreath CAN spoke strongly in objection to the development of the land. The Chairman reiterated that now the Heads of Term Document had been signed with the developers, the developers had exclusive rights to the site, to enable them to obtain planning permissions for the development, that in turn would mean if planning permission was successful, they would be purchasing the site for development. The Chairman confirmed that the full planning process would need to be followed and that the public would be involved with the consultations as the arose.

23015 To receive various items of correspondence, authorise any action and consider associated expenditure

a) Correspondence circulated by email

None of note.

b) General correspondence

- Objection to the WAAF Site affordable housing development: Councillors noted this correspondence.

c) Correspondence received since the preparation of this agenda

None

23016 To give consideration to any applications received for grants/donations

- To Approve a donation to the Illogan Sparnon Silver Band
Councillors unanimously **RESOLVED** to make a donation of £150 to the Illogan Sparnon Silver Band.

23017 To agree the date of the next meeting, Monday 6th February 2023, 6:30pm

Councillors agreed that date of the next meeting be Monday 6th February 2023, 6:30pm

23018 Close of Meeting

The Chairman thanked everyone for their attendance and participation and closed the meeting at 20:52.

6th February 2023

Chairman – Cllr. Stewart