

**Minutes of the FULL MEETING of PORTREATH PARISH COUNCIL  
on Monday 3<sup>rd</sup> July 2023, at St. Mary's Church Hall, from 6:30pm**



Councillors: Mr. I. Stewart, Mr. J. Tull, Mrs V Webb Mr. M. Hitchen & Ms. J. Parker  
Cornwall Councillor Dave Crabtree  
17 Members of the Public  
2 Representatives from Coastline Housing  
1 Representative from Classic Builders SW  
Lucy Jose, Clerk to the Council

**Abbreviations:**

<b>CC</b>	Cornwall Council
<b>EA</b>	Environment Agency
<b>MSAS</b>	Mobile Speed Activated Sign
<b>CPIR</b>	Camborne Pool, Illogan & Redruth & the Mining Villages
<b>MVRG</b>	Mining Villages Regeneration Group
<b>CAP</b>	Community Area Partnerships
<b>NDP</b>	Neighbourhood Development Plan
<b>RSR</b>	Rural Status Report
<b>AGM</b>	Annual General Meeting
<b>PIC</b>	Portreath Improvements Committee
<b>CALC</b>	Cornwall Association of Local Councils
<b>SLCC</b>	Society of Local Council Clerks
<b>CAP</b>	Climate Action Plan
<b>CAN</b>	Climate Action Network
<b>HOT</b>	Heads of Terms
<b>TOR</b>	Terms of Reference
<b>AGAR</b>	Annual Governance and Accountability Review
<b>FOI</b>	Freedom of Information

**23184 Chairman's Welcome**

The Chairman welcomed those present to the meeting and explained procedures for the meeting, highlighting the standing orders relating to public participation in meetings.

**23185 To confirm the minutes of the meeting held on Monday 5<sup>th</sup> June 2023**

Councillors **RESOLVED** the minutes for the meeting held on 5<sup>th</sup> June 2023 be signed as constituting an accurate record of proceedings.

**23186 To Receive Apologies**

The meeting noted apologies from Cllrs. Nash. G. Tull & Symonds.

**23187 Declaration of Interests**

Cllr Hitchen declared an interest in agenda item 9,a,vi). Minute ref: 23192, a, vi)

**23188 Chairmans Report**

The Chairman reported:

- Their attendance at the recent MVRG meeting. The Chairman commented that they had shared details of the fibre broadband roll out across Cornwall with Councillors. The Chairman reported to the MVRG about the youth engagement in this parish and the community engagement events including the day trip with the community catch up group.
- An invitation to meet with brand ambassadors for Gwel an Mor. The Chairman invited councillors to join him at the meeting.
- Cllr Webb attended the inaugural meeting of the Camborne Redruth, Illogan Pool the mining Villages, Hayle Gwithian and Gwineer CAP. Cllr Webb confirmed that they had volunteered this council to sit on the subgroups for funding and highways and that an alternate name for the group was being considered as priority.

**23189 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 Chairman invited parishioners to address the meeting reminding them of the 3 minute per speaker limit.

Representatives of Love Portreath held a banner across the front of the room listing the birds recorded at the WAAF Site, whilst playing the recording to the meeting.

An objector to the proposed development of the former WAAF Site as a 100% affordable housing development spoke passionately in objection to the potential development plans.

The planning agent representing planning application PA23/04429, outlined the proposal and spoke in support of the application.

The applicant for planning application PA23/04260, outlined the proposal and spoke in support of the application. A neighbouring resident also spoke in support of this application.

**23190 To receive presentation from Coastline Housing and Classic builders with the latest information and plans for the potential 100% Affordable Housing development at the former WAAF Site (10 minutes), Councillors Q&A (5 minutes)** authorise any actions and consider any associated expenditure

Representatives of Coastline Housing and Classic Builders SW addressed the meeting and gave a presentation of the proposals to date. The representative highlighted the following points:

- The proposed site is a brownfield site formally used by the WAAF as accommodation and workshops
- As of the 25<sup>th</sup> May the housing need for Portreath Parish (only those with a local connection) is 56 households
- The proposed development is for 22 homes with a mix of 17 homes for social rent and 5 homes for shared ownership
- An outline of indicative rents for the properties
- An outline of the design of the homes, including details of design to optimise renewable energy efficiency and EV charging
- An outline of the public open space within the development
- An update on the surveys
- Information on Biodiversity and green infrastructure
- An indicative Programme for the development

Councillors had the opportunity ask question of the representatives.

Cllr Hitchen declared that they would not support 22 homes stating that 10 to 15 homes are more than ample for the site.

Cllr Goodwin questioned the maximum share for the shared ownership housing. The representatives confirmed the maximum share would be 80% ownership and explained that the process for selling those homes also confirming that at they would remain affordable under the shared ownership scheme in perpetuity.

Councillors suggested that stone fronted properties would be better with the surroundings than rendered homes

Representatives of Coastline housing highlighted the ecological buffers surrounding the site and in between the homes that had already been included in the design.

The Clerk agreed to publish the presentation on the Parish Council Website.

**23191 To receive the report of Cornwall Councillor Dave Crabtree**, authorise any actions and consider any associated expenditure

The meeting noted the report of CC Crabtree, which highlighted

- The Closure of Portreath the post office
- Complaints about events at Rayle Farm
- Parking on Tregea Hill

- The inaugural CAP meeting where they have been elected as chairman of the CAP.
- The work of Citizens advice in the Illogan and Portreath Electoral division.

## 23192 Planning

### (a) To give consideration as consultees to:

i) **PA23/03994 | Proposed replacement front extension | Roselyn Penberthy Road Portreath Redruth Cornwall TR16 4LP**

Members of Portreath Parish Council unanimously **RESOLVED** to support this proposal.

ii) **PA23/03525 | Demolition of existing dwelling and garage, construction of new dwelling house and annexe | Riviera Cottage Lighthouse Hill Portreath Redruth Cornwall TR16 4LJ**

The Chairman outlined the proposal. The meeting considered the strong objections from other consultees and the Chairman outlined parishioners concerns that had been published on the planning portal including the proposal being:

- Overbearing
- Overdevelopment of the plot
- Overlooking many of the neighbouring properties
- Overlooked by many of the neighbouring properties
- Out of keeping with the Portreath NDP with regards to Policy 11
- Lacking in information on the actual height of the proposed in relation to the impact on the street scene
- Obstructs visibility for the neighbouring properties access to the highway

Councillors considered the proposal and unanimously **RESOLVED** to object to the proposal on for the following reasons:

- The proposed is out of keeping with the street scene and will not fit with the surrounding properties
- The negative impact of the proposed on the neighbouring properties is unacceptable
- The proposed is overdevelopment of the site
- The proposed would overlook many of the neighbouring properties
- The proposed would overshadow many of the neighbouring properties
- The proposed would be overbearing on the site

iii) **PA23/04330 | Proposed demolition of existing dormer bungalow and subsequent construction of replacement dwelling with variation of condition 2 in respect of decision PA20/09426 dated 21.12.20. | Former Gwyn Mergh Battery Hill Portreath Redruth Cornwall TR16 4NR**

Members of Portreath Parish Council unanimously **RESOLVED** to support this proposal.

iv) **PA23/04613 | To install an additional 3rd wire on the High Voltage System to provide 3-phase. An additional pole to be installed at the substation position to allow for a larger capacity transformer. | OS Field 3371 Bridge Hill Bridge Cornwall**

Members of Portreath Parish Council unanimously **RESOLVED** to support this proposal.

v) **PA23/04260 | Change of use of agricultural outbuilding and conversion to three bedroom dwelling with extension | The Shed Nancekuke Redruth Cornwall TR16 5UG**

Members of Portreath Parish Council unanimously **RESOLVED** to support this proposal.

vi) **PA23/04429 | Change of use of part agricultural land to domestic garden land | Cambridge Nook Cambridge Farm New Portreath Road Redruth Cornwall TR16 4QL**

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

The Chairman outlined the proposal. Councillors noted the comments of the planning officer.

Members of Portreath Parish Council unanimously **RESOLVED** to support this proposal.

*Cllr. Hitchen re-joined the meeting.*

**(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 planning applications PA22/11447 & PA22/10959 had been approved and PA22/04757 had been withdrawn.

**23193) 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 30th June 2023 balance of the current account stood at £29,927.95 and the balance of the Savings Account stood at £58,648.19. The Bank statements were signed by Cllr. Goodwin.

**ii) To approve the bank reconciliation for the month of June 2023**

The Clerk presented the Bank reconciliation for the month of June 2023 to the meeting. This was approved by councillors and signed by Cllr. Goodwin.

**iii) To receive the Payment Schedule for the period 1<sup>st</sup> June 2023 – 30<sup>th</sup> June 2023 and authorise payment of invoices received, and payments scheduled for 1<sup>st</sup> July 2023 – 31<sup>st</sup> July 2023**

Outlining the payment schedule the Clerk detailed payments made totalling £7262.64 for the period 1<sup>st</sup> June 2023 – 30<sup>th</sup> June 2023 and payments totalling £20431.50 due for payment in the period 1<sup>st</sup> July 2023- 31<sup>st</sup> July 2023 June 2023.

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 reported income received totalling £673.61, made up of £328.43 bank interest, £307.98 refund from Octopus and £37.20 donations towards the running of the toilets.

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

- **Election Reserves:** The Clerk referred to their previously circulated report recommending that the election reserve be reconsidered when setting the next budget and recommended a reserve of £5000.
- **AGAR:** The Clerk confirmed that the AGAR had now been submitted for review.
- **Road Closure Training:** The Clerk highlighted a training opportunity for training to assist with the placing of signage for the Remembrance service road closures. The Clerk agreed to circulate details to interested councillors.
- **Legionella Responsible Person Training:** The Clerk highlighted a training opportunity for Legionella Responsible Person Training, the Chairman agreed to attend on behalf of the council.

**(c) Police Liaison Report, authorise any action and consider associated expenditure**

Councillor noted that there had not been a police Liaison Group meeting during the month of June. Cllr Webb shared the response from PC Hicks regarding the reporting antisocial behaviour in Portreath using the 101 reporting system.

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

The meeting noted the report previously circulated by Cllr Webb.

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

The meeting noted the report previously circulated by Cllr Webb.

**(f) Update on Warm Welcome: Portreath**

The meeting noted the report previously circulated by Cllr Webb.

- 23194 To receive an update on the Parish Emergency Plan** authorise any action and consider associated expenditure  
Cllr. Tull confirmed that the plan was not with the group coordinator for their comments.
- 23195 Closure of the Portreath Post Office, consider how the Parish council can support residents at this time,** authorise any action and consider associated expenditure  
Councillors gave their support to the Clerk, confirming that they agree to the Clerk making contact with the mobile post office when appropriate to arrange visits to Portreath.
- 23196 To consider the process for co-option to fill casual vacancies,** authorise any action and consider associated expenditure  
The meeting considered the draft co-option policy and asked that it be adopted at the next meeting.  
  
The meeting considered the draft application form and made suggestions of how to refine the form. The Clerk agreed to make these amendments. Cllr. Goodwin agreed to write a foreword to circulate with the application form outlining the role of the council, councillors and the Clerk.
- 23197 Update on projects for the year 22/23,** authorise any action and consider associated expenditure
- a) Former Public Toilets**
- i) General Update**  
The clerk reported that despite arguing the case the council was responsible for the business rates bill for the former toilets, totalling £1414.66 for the year 23/24. The Clerk advised that this was not budgeted expenditure, and councillors should consider business rates for the former toilets/ New office in the 24/35 budget.
- ii) Update on the progression of the redevelopment of the building**  
The Chairman update the meeting stating that the council awaits the work from the structural engineer before it is able to instruct the service of the quantity surveyor.
- b) Public Toilets**  
The Chairman reported instances of vandalism that had happened in the accessible toilet, which are currently awaiting repair.  
  
The Chairman also informed councillors that there was an ongoing issue with one of the toilets they have asked the supplier to come up with a plan for a permanent solution to the issue.
- c) WAAF Site**  
The Chairman confirmed that the public consultation for the 100% affordable housing development at the WAAF site will be held on the 18<sup>th</sup> July at St Mary's Church.
- d) Technology**  
None
- 23198 Climate Action Plan: To consider the Medium and Longer Term Goals, Policy 6. Support local businesses, as 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 considered the policy and looked at their achievements to date from the suggestions in the CAP. The meeting concurred that they could always do better in meeting the targets and acknowledged that actions were not limited to the suggestions in the CAP.
- 23199 Update from the Portreath Climate Action Working Group,** authorise any action and consider associated  
The meeting noted the report previously circulated
- 23200 To receive various items of correspondence,** authorise any action and consider associated expenditure
- a) Correspondence circulated by email**  
None
- b) General correspondence**
- **Household Waste at Cambrose.** The Clerk outlined the correspondence from a parishioner highlighting the problem arrangement for the household waste at Cambrose.

Councillors considered the issue and agreed to arrange a meeting with Cornwall Council to discuss the possibility of doorstep collections for the properties which use the roadside area at the entrance to the Parish at present.

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

- **Correspondence regarding anti-social behaviour from youths at Greensalde Park:** The Clerk reported passing this correspondence to the PIC for consideration.
- **Trimming of land at WAAF site:** The Clerk reported residents in Cambrose had requested that trimming of the boundaries and the access be carried out to maintain access to the properties. Councillors asked the Clerk to instruct a contractor to carry out these works.
- **Correspondence from Love Portreath:** The meeting noted questions from Love Portreath regarding the future of the WAAF Site. The Clerk commented that these would be treated as a FOI request and responded to appropriately in a timely fashion.

**23201 To give consideration to any applications received for grants/donations**

None

**23202 To agree the date of the next meeting,** Monday 4<sup>th</sup> September, 6:30pm (and to note the possibility of a planning meeting on the 31<sup>st</sup> July 2023 if required)

Councillors agreed the date of the next full meeting of the council be Monday 4<sup>th</sup> September, 6:30pm with the possibility of a planning meeting on the 31<sup>st</sup> July 2023 if required.

**23203 Close of Meeting**

The Chairman thanked everyone for their attendance and participation and closed the meeting at 20.30.

4<sup>th</sup> September 2023

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Cllr. Mr. Ian Stewart