

Minutes for the FULL MEETING of PORTREATH PARISH COUNCIL
Held on Monday 4th March 2024, at St. Mary's Church Hall, 6:30pm



Councillors: Mr. I. Stewart, Mr. S. Goodwin, Mr. M. Hitchen, Mrs. S. Nash, Mrs. V. Webb, & Mrs. A. Jarman
Cornwall Councillor Dave Crabtree
13 Members of the Public
Lucy Jose, Clerk to the Council

Abbreviations:

CC	Cornwall Council
EA	Environment Agency
PPC	Portreath Parish Council
NKEP	North Kerrier & East Penwith Community Area
MVRG	Mining Villages Regeneration Group
CAP	Community Area Partnerships
NDP	Neighbourhood Development Plan
PIC	Portreath Improvements Committee
PAL	Portreath Association Limited
CALC	Cornwall Association of Local Councils
CaP	Climate Action Plan
CAWG	Climate Action Working Group
WAAF	Women's Auxiliary Air Force
CIL	Community Infrastructure Levy
CLUP	Community Levelling Up Program
AfC	Action for Children
TOR	Terms of Reference
SEND	Special Educational Need and Disabilities

24031 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. The Chairman reiterated that this was not a public meeting, but a meeting of Portreath Parish Council held in public.

The Chairman led a touching tribute to former Councillor, Patrick Kessel, followed by a minute's silence.

24032 To confirm the minutes of the full council meeting held on Monday 5th February 2024

Councillors unanimously **RESOLVED** the minutes for the meeting held on 8th January 2024 be signed as constituting an accurate record of proceedings.

24033 To Receive Apologies

Councillors noted apologies from Cllrs G. Tull and J. Parker.

24033 Declaration of Interests

None

24034 Chairman's Report

Councillors the Chairman's report.

[Chairman's Report - March 2024](#)

The Chairman highlighted that he had met with Gavin Henderson of Cornwall Council, Cllr Webb and the Clerk to discuss risk assessment on the Duke of Leeds Land

24035 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 members of the public to address councillors.

Four members of the public spoke in objection to planning application PA23/08436. The speakers highlighted that they felt the proposal was not community led, did not meet the policies of the NDP, that Cambrose was not classed as a settlement. The Parishioners questioned if the council had an interest in

the matter and if they should as consultees comment on the proposal. The parishioners expressed concern that inhabitants of the proposed dwellings would be reliant in vehicles as there were no adequate foot paths to the nearest facilities and poor bus service in the area. A Parishioner addressed members asking them to remember that they represent the parish and that it was their opinion that there was an overriding feeling within the community that the land should be left alone.

A parishioner addressed councillors asking why parts of the meeting would be held in closed session. The parishioner particularly questioned why the Grant funding agreement for the CLUP Grant was not being discussed in the open meeting as any repercussions of the agreement would be felt by parishioners. The Chairman explained that Cornwall Council as facilitators of the grant funding required confidentially for the project. The Chairman explained that Cornwall Council would publicise the project in due course.

24036 To receive the report of Cornwall Councillor Dave Crabtree, authorise any actions and consider any associated expenditure

Councillors noted the report from CC Crabtree.

[CC Crabtree - March 24 Report](#)

24037 Planning

(a) To give consideration as consultees to:

- i) PA24/00065 | Erection of dwelling (revisions to approved design) | Plot 2 Glen Villas The Incline Portreath Cornwall TR16 4PB**
Members of Portreath Parish Council unanimously **RESOLVED** to support this proposal.
- ii) PA24/00699 | Part-commenced replacement and raising of roof with conversion of loft space to provide bedroom, removal of conservatory, extensions at ground floor level and associated internal alterations. | Pigallie Cambrose Redruth Cornwall TR16 4HT**
Members of Portreath Parish Council unanimously **RESOLVED** to support this proposal.
- iii) PA24/00931 | Erection of agricultural storage building. | Land North East Of Cosy Nook Nancekuke Redruth Cornwall TR16 5UG**
Members of Portreath Parish Council unanimously **RESOLVED** to support this proposal.
- iv) PA24/01005 | Change of use (no operational development) from Bed and Breakfast to residential dwellinghouse | Cliff House Cliff Terrace Portreath Redruth Cornwall TR16 4LE**
Members of Portreath Parish Council unanimously **RESOLVED** to support this proposal.
- v) PA24/00501 | The proposed development consists of demolishing an existing 20 year fibre glass radome structure and replacing it with a new radome. | RRH Portreath Portreath Redruth TR16 4RA**
Members of Portreath Parish Council unanimously **RESOLVED** to support this proposal.

(b) To receive planning application PA23/08436 | Proposed 22no. affordable bungalows | WAAF Site Cambrose Redruth Cornwall TR16 4HT, and as landowners consider the council's role as a consultee in the planning process, authorise any action and consider associated expenditure

The Clerk informed councillors that they had sought advice from SLCC., CALC and CC monitoring officer. Following the advice received The Clerk advised councillors that when commenting on the proposal as consultees and landowners that they do not show support or opposition to the proposal but to comment with facts only and to ensure that the planning officer is aware the council has been directing members of the public to the planning portal to submit their comments on the proposals.

The meeting noted the comments of the public and consultees available on the planning portal.

Following lengthy and heated debate Members of Portreath Parish Council **RESOLVED** to make the following comments as consultees and landowners on the proposal detailed in planning application PA23/08436:

Portreath Parish Council is the landowner in this application and has entered into a legal agreement to support the development and provision of affordable homes to meet the identified needs of the parish.

Sixty two households within the parish are presently registered with Homechoice.

Portreath Parish Council would draw the officer's attention to the following sections of the parish neighbourhood plan:

- Sect 3.2.2 which describes the identified priorities
- Sect 6 (a) H1 and H2 which describes the type and standard of housing that would be supported
- Sect 7.3 which describes the housing objectives
- Policy 2 itself.

Furthermore, within the Housing Needs Assessment of July 2019 which supported the neighbourhood plan please note:

- Sect 3.2.2 point 37 where in 2015 it was recognised that building 20 affordable homes was warranted
- Sect 4.2 point 52 where it was demonstrated that the local housing need was greater than registered
- Sect 4.5 point 107 that demonstrates a clear need for affordable housing

The former WAAF site concerned was not identified as a Green Space requiring protection within the NDP.

Portreath Parish Council would also draw attention to the application to the High Court of Justice for a Judicial Review – CO/3697/2018 – made by Crantock Council, where we believe that case law may be of relevance to this application.

The Council acknowledges that there has been a significant amount of objection on social media but equally many verbal supportive comments have been made to councillors. Members of the public have been directed by Portreath Parish Council to the planning portal to make their comments to the planning officer on this proposal.

The motion was passed with 6 votes in favour and one vote against.

9 members of the public left the meeting.

(c) To comment on planning application:

i) PA24/01178 | Erection of agricultural building (retrospective). | Rayle Farm Bridge Hill Bridge Redruth Cornwall TR16 4QP

The Chairman outlined the proposal commenting that it does not lie within Portreath Parish, but development in this location would have an effect on the parish, with particular reference to flood risk.

Councillors discussed their concerns regarding the proposal. Following discussion Members of Portreath Parish Council unanimously **RESOLVED** to object to the proposal for the following reasons:

- o There is no mitigation for surface water run off
- o The visual impact of the proposed on the surrounding area
- o The visual impact of the lighting at night
- o The Council has concerns of the use of the proposed building.

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

None

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

The council received and responded to a day notice on planning application PA23/09381 during February.

(f) To note any planning appeals

None

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

The meeting noted that planning application PA23/10296 had been approved and PA23/01373/PREAPP closed with advice given.

24038 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 29th February 2024 balance of the current account stood at £20,922.71 and the balance of the Savings Account stood at £63,168.59. The bank statements for the month of February 2024 were signed by Cllr. Goodwin.

ii) To approve the bank reconciliation for the month of February 2024

The Clerk presented the Bank reconciliation for the month of February 2024 to the meeting. This was approved by councillors and signed by Cllr. Goodwin.

iii) To receive the Payment Schedule for the period 1st February – 29th February 2024 and authorise payment of invoices received, and payments scheduled for 1st March 2024– 31st March 2024

Outlining the payment schedule the Clerk detailed payments made totalling £3726.86 for the period 1st February 2024 – 29th February 2024 and payments totalling £19,168.00 due for payment in the period 1st February 2024 – 29th February 2024.

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

iv) To note any income received

None

v) Budget Review

The Clerk summarised the council's expenditure to date and commented that the council was within its budget for the year. The Clerk forecast that by the end of the year the council will remain in this position and should finish the year with around £70,000.00 reserves.

The Clerk reminded the council of the financial commitment of building the new parish office and commented that the additional reserves the council will start the year with are likely to need to be used to support this project.

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

i) General report

- The meeting noted the Clerks Report
[Clerk's Report - March 2024](#)
- The Clerk updated the meeting on the progress of purchasing the contract sim cards commenting that there were limited suppliers that actually offered proper business contacts. The Clerk conformed that they had identified a suitable supplier of both phone and data only sim contracts.
- The Clerk advised that the internal auditor had been in touch to start the proceed for the year 23/24 Internal Audit. The Clerk advised that they had informed the auditor of the parish office project and awaits the revised quotation for the work.
- Dubious Website. The Clerk advised that parish organisations had been contacted requesting they update their listings on the website Portreath.pariah.uk. The Clerk confirmed that this was in no way associated with the parish council and suggested that they were dubious of its authenticity and advised caution if parish organisations decide to engage with the unsolicited correspondence.

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

The Meeting noted the report of the Community Beat Manager.

[Community Beat Manager's Report - March 2024](#)

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

The Meeting Noted Cllr Webb's Report

[Cllr Webb's Report - March 2024](#)

(e) Update on Warm Welcome: Portreath

Signed 25th March 2024

(f) Update from the Climate Action Working Group

The Clerk reported that one of the members of the CAWG had resigned but the parishioner who is a member is keen to be part of the CAWG. The Clerk advised they had had an initial discussion with them and has arranged a meeting to discuss the parishioner's capacity to support the CAWG and the council requirements of the CAWG.

The Clerk asked councillors to consider if they would be able to support the Climate Action Working Group and asked for members of the public to support the Climate Action Working Group.

24039 Update on projects for the year 23/24, authorise any action and consider associated expenditure

a) Former Public Toilets

i) General Update

None

ii) Update on the progression of the redevelopment of the building, authorise any action and consider associated expenditure

The Chairman informed the meeting that the CLUP Offer had finally been received and would be considered later in the meeting.

The Chairman confirmed that the drainage design had been sent to South West Water, who had acknowledged the application.

The Chairman confirmed they had received several quotations for the moving of the drainage. The Chairman reminded councillors for the footway closure that would be required for this work and commented that the cost of this is still unknown.

The Chairman confirmed that they have arranged to meet with the project manager in the coming weeks.

b) Public Toilets

i) General Update

The Chairman informed the meeting that a working party had been formed to paint the toilet cubicles and to date 4 had been completed.

The Chairman informed the meeting that the annual legionella testing had been carried out and the council awaits the results.

The Chairman informed the meeting of some general maintenance that was required at the toilets to prolong the lives of the extractors in each cubicle.

c) WAAF Site

i) General Update

None

ii) Update on the progress of the planning application for the potential 100% affordable housing development of the Former WAAF Site

The Council noted that the application had been validated by Cornwall Council planning department and that parishioners and members of the public are able to comment via the portal.

d) Potential Acquisition of the land known as: Lighthouse Hill Car Park, Recreational Ground, Playing Field & surrounding land from Cornwall Council, authorise any action and consider associated expenditure

i) General Update

Cllr. Webb updated the meeting informing councillors that two open sessions had been held with 13 members of the public attending the first and 1 attending the second. Cllr. Webb confirmed that the working group was now full. Cllr Webb explained that a survey had been drafted with input from the members of the public who had attended the open sessions.

- ii) **To approve the survey questionnaire prepared by the working group**
Cllr. Webb detailed the survey and the briefing supporting document.

Members of Portreath Parish Council unanimously **RESOLVED** to approve the survey and supporting briefing document.

24040 To receive various items of correspondence, authorise any action and consider associated expenditure

a) Correspondence circulated by email

None

b) General correspondence

- HM Land Registry: Notice to a registered proprietor of the entry of a unilateral notice B133 (in relation to Title number CL224344)
- Correspondence regarding the unauthorised encampment on Lighthouse Hill
- Correspondence regarding litter on Lighthouse Hill

c) Correspondence received since the preparation of this agenda

- Request to use WAAF Site as storage.
- Request for volunteer positions within the council.
- Email highlighting increased run off from surrounding fields during periods of heavy rain.

24041 To give consideration to any applications received for grants/donations

None

24042 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

Members of Portreath Parish Council 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

24043 To approve the payment of the additional hours that the Clerk has worked up to this point in 23/24,

authorise any action and consider associated expenditure

The Clerk outline the additional Hhours they accrued since the start of December 2023.

Following discussion, Members of Portreath Parish Council unanimously **RESOLVED** to approve the payment of the additional hours that the Clerk has worked since the start of December 23 to 31st March 2024.

24044 To consider amending the Contract – Litter Collecting in the Parish of Portreath for the period 1st April 2023 to 31st March 2026, authorise any action and consider associated expenditure

Councillors debated the offer of a reduction in the cost of the contract offered by the contractor.

Members of Portreath Parish Council unanimously **RESOLVED** to accept the offer of the contractor to reduce the rate for the weekly picks, but would try to negotiate an extension to the period of the revised offer.

24045 To study and consider the terms of GRANT FUNDING AGREEMENT relating to the Cornwall and Isles of Scilly Good Growth Shared Prosperity Fund Community Levelling Up Programme: Construction of Parish Office and Community Hub, authorise any action and consider associated expenditure

The Chairman outlined the agreement highlighting parts which councillors should consider including confidentially agreements, potential risk to the council and actions for councillors.

Councillors noted the confidentially clauses in the agreement.

24046 To resolve to move back into open session an readmit press and public to the meeting.

Members of Portreath Parish Council unanimously **RESOLVED** to move back into open session an readmit press and public to the meeting.

24047 To Resolve to approve the grant funding agreement relating to the Cornwall and Isles of Scilly Good Growth Shared Prosperity Fund Community Levelling Up Programme: Construction of Parish Office and

Community Hub, specifically clause 4.16 (1-4) and 17, authorise any action and consider associated expenditure

Members of Portreath Parish Council unanimously **RESOLVED** to approve the grant funding agreement relating to the Cornwall and Isles of Scilly Good Growth Shared Prosperity Fund Community Levelling Up Programme: Construction of Parish Office and Community Hub, specifically clause 4.16 (1-4) and 17.

24048 To agree the date of the next meeting, 25th March 2024, 6:30pm

Councillors agreed the date of the next full meeting of the council be Monday 25th March 2024, 6:30pm.

24049 Close of Meeting

The Chairman thanked everyone for their attendance and participation and closed the meeting at 20:58.

25th March 2024

Cllr. Mr. Ian Stewart