

PORTREATH PARISH COUNCIL

Minutes for the meeting of PORTREATH PARISH COUNCIL held at Portreath C.P School, Penberthy Road, Portreath on Monday, 5th November 2018, 6:30pm.

Present: Councillors Mr. C. Matijasevic, Miss. L Frazer, Mr. B. Jose and Mr. D Ilett
2 Members of the public

8610 Chairman's Welcome and Safety Information

Cllr. Matijasevic welcomed everyone to the meeting at 18:45 explained the emergency procedures to the meeting, highlighting the emergency exits and the emergency meeting point and apologised for the delay in the start of the meeting, being due to the room being locked and members being unable to access the school.

8611 To Receive Apologies

Apologies were recorded from Cllrs. Reynard, Kendall and Hitchen

8612 To Receive Declarations of Interest

There were no declarations of interest recorded.

8613 Public Participation Session: When members of the public may raise matters with Councillors

The Chairman invited Matt Way, Resort Director from Gwel an Mor to address councillors. Mr Way updated councillors with details of booking trends commenting that whilst bookings at the resort were good, even with the fantastic weather over the summer, nationally holiday bookings were favouring travelling abroad. Mr Way presented Councillors with a copy Coast magazine which had several pages dedicated to Gwel an Mor which advertised both the resort itself but also Portreath as a holiday destination including reviews on several local businesses. Mr Way explained to members that following the successful event last year for the firefighters from the Grenfel Towel fire, the resort was holding special presentation evening for the local members of the emergency services.

Mr Stewart, Portreath resident addressed councillors asking if there had been any progress with the problem of the disposal of rubbish in Cambrose where properties leave bagged rubbish at the end of their lane for collection. The chairman confirmed that CC Duffin was looking into this and the Clerk backed this up by reading an email from CC Duffin confirming communication with CC was under way.

8614 To confirm the minutes of the meeting held on Monday 1st October 2018

Cllr. Frazer proposed that that the minutes for the meeting held on 3rd September 2018 be signed as constituting an accurate record of proceedings. This was seconded by Cllr. Ilett, put to the meeting and carried.

8615 To receive the report of Cornwall Councillor Joyce Duffin, authorise any actions and consider any associated expenditure

No report from CC Duffin was received

8616 To receive update on the rebuild of the former coal yard wall, authorise any actions and consider any associated expenditure

The Chairman reported that he had attended the update meeting hosted by CC Duffin on the 29th October. The chairman reported that PAL and the Environment Agency had come to an agreement in principal over financial compensation for using the carpark during the works. Ban Nuttal would be the contractors carrying out the works and a start date (expected for January 2019) was currently being finalised for the works. The Chairman reported that the group had asked the Environment Agency to look at bringing the start date forward for the works. The Chairman reported that the works were expected to take 17 – 20 weeks and should be complete by Easter. The Chairman answered questions from the public present and confirmed that both the old crazy golf course and the car park were being utilised by the contractors whilst work was carried out.

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- 8617 To receive update from the plans for the multi-agency antisocial behaviour meeting,** authorise any actions and consider any associated expenses
The Chairman reported a well-attended, positive partnership meeting held at the Harbour Association meeting room on Monday 29th October. The Chairman reported that the members will work together to come up with a plan for next summer and that notes and next steps from the meeting will be collated and shared with Councillors and all attendees.
- 8618 To receive report on the progress of the meeting regarding the government funding of £1.5 million for Flood Alleviation Schemes in Portreath,** authorise any actions and consider any associated expenditure
The Chairman reported that this meeting had been rescheduled for 30th Nov and members would discuss the how the £1.5 million funding secured for Portreath confirmed by Geoff Penhaligon could be best utilised in the Parish.
- 8619 Planning**
- (a) To give consideration as consultees to:
- i) **Demolition of existing mundic bungalow and Erection of Three Detached Dwellings
Tralee, Sunnysvale Road, Portreath – PA18/08750**
The Chairman explained the history of the site including brief details of previously withdrawn applications, commenting that at pre-application stage the proposal was for 5 units, reduced to 4 in the previously withdrawn application, The Chairman noted the objections from members of the public on the planning portal commenting that these cover all the concerns from the previous application which do not seem to have been addressed. The Clerk read the unsupportive comments of the planning officer to the meeting. Members of the public present commented that that redevelopment of the property should be encourage, but that the replacement should be the right design for the plot.
During discussion members commented that the scale of the proposed was over the top and would be significant overdevelopment of the plot, the proposed would be overbearing and overlooking in particular as the properties had been moved forward on the plot and would provide a negative pedestrian experience for those using the mineral tram route. Members noted concern regarding flood risk stating that whilst flooding had been addressed since the previous application there still remained concerns for the neighbouring properties.
Proposed by Cllr. Jose and seconded by Cllr. Frazer it was resolved to object to this proposal, commenting that members felt the proposed would be overdevelopment of the site and would be overbearing and overlooking to the neighbouring properties and gardens and that the scale, size and mass of the proposed were excessive and that comments from the previously withdrawn application had not been adequately addressed.
- ii) **First floor and two storey rear extensions with balconies and internal alterations to units 3 & 4
Unit 3 & 4 Cambridge Farm, New Portreath Road – PA18/09260**
The Chairman explained the proposal and its location. During debate councillors commented that they did not feel the proposed was in keeping with the surrounding buildings. Proposed by Cllr. Frazer seconded by Cllr. Jose it was resolved to raise no objection to the upgrading of the current buildings, but request that the design of the proposed be more in keeping with the neighbouring buildings.
- iii) **Alterations to existing dwellinghouse and three new dwellinghouses
Leabank, Feadon Lane, Portreath – PA18/09135**
The Chairman summarised the proposal reminding councillors of the previously withdrawn application for the plot. Members noted the public comments from the planning portal. The Chairman invited members of the public to comment and Mr Way expressed the concerns of

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Gwel an Mor regarding the proposal highlighting that the proposal was to connect into the private drainage system at Gwel an Mor.

During discussion members commented that it was felt the development was overdevelopment of the site and would cause some overlooking. Members expressed concern over the loss of part of the original Mineral Tram route and highlighted the heritage consultee comments that had also been made. Cllr. Ilett proposed that Members of Portreath Parish Council object to this proposal, stating that members remain concerned about the impact on the historic site and the comments of the Environment Agency with regards to flooding and that members do not feel that the comments from the previously withdrawn application have been adequately addressed.

- iv) Outline planning application (with all matters reserved) for the replacement of two holiday units (with certificate of lawfulness for existing use granted PA15/01579) with a single dwelling house

Bartez Meadow, Cambrose – PA18/01579

The Chairman summarised the proposal and members clarified through the available documentation on the planning portal that the certificate of lawfulness did not state that the current properties had holiday use only condition included. The Chairman proposed that members of Portreath Parish Council support this proposal with the condition that the two current holiday units are removed in a reasonable time upon occupation of the proposed single dwelling house. This was seconded by Cllr. Frazer put to the meeting and carried.

- v) Plan proposal submitted for St Agnes Neighbourhood Development Plan

St Agnes – PAA18/00018/NDP

Following short discussion, the Chairman proposed that members of Portreath Parish Council to support the St Agnes Neighbourhood Development Plan, commenting that it was a professional and well written document. This was seconded by Cllr. Frazer put to the meeting and carried.

- vi) Cornwall Council Draft Housing Supplementary Planning Document

Cornwall Council - PA18/00003/SPD

The Chairman explained that the document and commented that it was to bring Cornwall Councils procedure in line with the national planning framework and commented that it will not affect our neighbourhood development plan. Members commented that a document highlighting the changes would have been useful. Short discussion followed regarding the building of affordable homes that were not required in Cornwall and questioned who these houses would go to. Proposed by the Chairman and seconded by Cllr. Frazer it was resolved to make no comment on the proposal.

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

The Clerk reported that planning applications PA18/09205, PA18/09334 & PA18/09484 had been received since the preparation of agenda and will be considered at the December meeting.

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

There were no referrals under the 5-day notice protocol.

- (d) To note any planning appeals

Members noted that the applicants for PA18/01299 were appealing the decision of Cornwall Council. Members requested that the clerk write to the planning inspectorate reiterating their very strong objection to this proposal.

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

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The Clerk reported that planning applications PA18/06047, PA18/06999, PA18/07776, PA18/07943, PA18/08319, PA18/07911 and PA18/08160 had been approved and application PA18/08076 refused.

3620 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 the balance of the current account stood at £27,588.29 and the balance of the Savings Account stood at £20,012.93.
- ii)** To approve the bank reconciliation for the month of June
The Clerk presented the Bank reconciliation for the Month of October to the meeting. This was approved by councillors and signed by the chairman.
- iii)** To receive the Payment Schedule for the period 1st October – 5th November and authorise payment of invoices received
The clerk displayed the payment schedule with payments totalling £4747.11 for the period 2nd October – 5th November 2018 and the payments totalling £1938.17 scheduled for 6th November 1st – 3rd December 2018. The Chairman proposed that the clerk line up payments as listed in the schedule. This was seconded by Cllr. Ilett, put to the meeting and carried.
- iv)** To Note Any Income Received
There was no income received in the period 1st Oct - 5th Nov 2018
- v)** To receive report regarding the Annual Governance and Accountability Review (AGAR) 2017/18
The Clerk reported that the final report from the auditors PKF Littlejohn had now been received. The Clerk explained that legal requirement meant that our notice of audit (AGAR) should have been published by 30th September each year, however this year as the notice of audit had not been received back from PKF Littlejohn until Saturday 29th September not leaving sufficient time as received at the weekend for this to be done. The Clerk reported that after seeking advice from several sources, which was in fact all conflicting as to whether to back date this to the 28th September or not, the decision was made with the Chairman to publish the notice on the Monday 1st October dated as such, with a note attached explaining the reasoning for publishing this information later than required. The Clerk advised members that this is published on the website and available for all to view.
The Clerk went on to explain that the company that carry out the AGAR was decided by central government, and that for the first time the contract had been won this year by PKF Littlejohn to carry out the AGAR for all Town and Parish council in Cornwall. The Clerk reported that a large number of councils had also had their agar reportes returned too late to be able to comply with regulations and that Cornwall Association of Local Councils were taking this up on behalf of all Cornish Town and Parish Councils.

(b) Highway matters

- i)** Grit and salt bin provision in the parish
Members discussed an email previously circulated regarding the stance of Cornwall Council on refilling Grit bins. Following discussion regarding location of grit bins in the parish, and need of such facilities in the area, members agreed to monitor the bins in the parish and if they are removed or not refilled by Cornwall Council take action to replace and refill as required.
- ii)** Councillors reports
The Chairman reported attending a meeting with Illogan Parish Council regarding reducing the Speed Limit on Cot Road from the top of Tregea Hill to Park Bottom, with particular area of priority at Travellers Rest. The Chairman reported that following the meeting he had met with Charlotte Caldwell who advised that the CNA fund that could be tapped into, but she was currently putting together proposal for similar schemes else where in the county and this she

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would include this one in the proposal. This is now with Cornwall Council legal team for consideration.

(c) Footpaths

Members noted that works had now commenced for the start of the long awaited Tolgus trail.

(d) Public toilets

- i) To receive the Chairman's report regarding the new Public Toilets
Following discussion at previous meeting the Chairman proposed that Councillors approve the painting of the floor in the toilets with Floortex resin, by Mr Sampson at a cost of £424. This was seconded by Cllr. Jose put to the meeting and carried.
- ii) To receive the Chairman's report regarding the Former Toilets
The Chairman explained that this project was slow moving and that it should be considered later in the meeting when the budget was set for 2019/20.

(e) Members reports on various meetings

- i) Neighbourhood Development Plan
The Chairman reported that NDP meetings were now scheduled for the third Monday of the month. He commented that working alongside Imogen Day there was also a member of staff on work experience that was working on the project one day a week. The Chairman reported that the groups were now set up for the relevant work streams and that minutes and agendas will soon be available on the website.

(f) Clerks Report

- i) The Clerk reported on a successful Remembrance Parade and asked for volunteers to take down poppies please end of month.
- ii) The Clerk reported that the Meet the clerk session in October at Gwel an Mor was well attended and most queries were relating to the planning application at Lea Bank. The next session will be at The Bridge Inn on the 28th Nov
- iii) Street lighting
The Clerk read the report of the public streetlighting following the service. Members noted that the lighting was in good condition.

(g) Website, Social media and IT

The Clerk reported no issues with either the website, social media or the it systems.

8621 To set the 2019/20 Budget

The Chairman handed copies of the previously circulated proposed draft budget to members to study. The Chairman explained the proposals stating that the general section of the budget had been populated based in the spend in 2018/19 and the current rate of inflation. The Chairman commented that the cost of running the toilets would be slightly higher, due to increased management costs and the inclusion of service contracts for the Wallgate Handwash units. General Maintenance and Administration would remain at a similar level. The budget for footpaths would be reduced as trimming of the footpaths had been returned to Cornwall Council. The Budget for the WAAF site would be limited as the plans for repurposing the and were on hold. With regards to projects the Chairman suggested that £7000 be set aside for the removal of the telecommunications pole and £1000 for the instillation of the safety railing outside the toilets and £5000 to fit out the final toilet cubicle once the telecommunications pole is moved. £2000 be allocated to the Neighbourhood Development Plan and £10000 be allocated for the repurposing of the former toilet block. The Chairman summarised the predicted monies remaining in the bank account at the end of the year 2018/19, the income from the precept, CTS grants, VAT returns and donations and recommended the following budget for the year 2019/20:

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Toilets	£19,000.00	Parish Maintenance	£5550.00
General Administration	£19,000.00	Public Lighting	£650.00
Footpaths	£200.00	WAAF Site	£600.00
Section 137 Grants	£1500.00	Projects	£25,000.00
Contingency	£12,00.00		

Total £83,500.00

Proposed by Cllr. Jose, seconded by Cllr. Ilett, members resolved to set the budget as per the Chairman's recommendations.

8622 To set the 2019/20 Precept

Following the setting of the 2019/20 budget the Chairman recommended that the precept be set in line with inflation, with a 2.5 % increase bringing the precept request to £49,200.00.

Proposed by Cllr. Ilett, seconded by Cllr. Jose members resolved to follow the Chairman's recommendation and set the precept at £49.0200.00.

8623 #Love Portreath Signage Proposal, authorise any action and consider associated expenditure

The Chairman reported on the communication received from #Love Portreath regarding the Signage proposal for the Village of Portreath, commenting that it was a well thought out and written proposal. Following short discussion members agreed to support a meeting of all interested organisations and to report back to members following the meeting.

8624 To receive various items of correspondence

- i) The Clerk highlighted correspondence that had previously been circulated by email to members.
- ii) The Clerk read a letter from the Portreath Preschool Committee requesting help in finding committee members, in particular to fill roles of the officers.

8625 To give consideration to any applications received for grants/donations

Requests for donations were received from two Cornwall wide charities. Following discussion members agreed that preference would be given to smaller, more local charities and resolved not to make donations following the two requests received during October.

8626 To agree the date of the next meeting,

Members resolved the date of the next meeting would be Monday 3rd December 2018, 6:30pm to be held at Portreath School, Penberthy Road, Portreath.

The Clerk advised that looking forward to 2019 the meetings for January, February, March, April and June would be fine to go ahead on the first Monday of each month, however there needed to be some thought for the May meeting as the first Monday is a Bank Holiday. The Clerk suggested either the 7th May or 13th May as alternatives, and asked Councillors to consider this for the next meeting. The Clerk Recommended Wednesday 22nd May for the Annual Parish Meeting.

8627 Close of Meeting

The Chairman thanked everyone for their attendance and input, and apologised again about the delayed start to the meeting. The meeting closed at 20:25.

3rd December 2018

Chairman – Cllr. Mr. C. Matijasevic