

# PORTREATH PARISH COUNCIL

Minutes for the Meeting of PORTREATH PARISH COUNCIL held at  
Portreath C.P School, Penberthy Road, Portreath on Monday, 7<sup>th</sup> January 2019, 6:30pm – 9pm.

Present: Councillors Mr. C. Matijasevic, Miss. L Frazer, Mr. B. Jose, Mr. D Ilett, Mrs. T. Reynard and  
Mr. M. Hitchen (until point indicated)  
Cornwall Councillor Joyce Duffin (from point indicated)  
8 Members of the public

## **8373 Chairman's Welcome and Safety Information**

Cllr. Matijasevic welcomed everyone to the January meeting, wishing everyone a Happy New Year, commenting that it was likely to be an eventful year. The Chairman explained the emergency procedures to the meeting, highlighting the emergency exits and the emergency meeting point.

## **8374 To Receive Apologies**

Apologies were recorded from Cllr. Kendall

## **8375 To Receive Declarations of Interest**

Cllr. Jose declared an interest in planning application PA18/11251

## **8376 Public Participation Session:**

When members of the public may raise matters with Councillors  
Matt Way Resort Director from Gwel an Mor addressed members updating them on the booking information and commenting on a good Christmas and New Year period, commenting that many local guests had visited for Christmas Dinner. Mr Way commented that the resort was working on improving recycling on site. Members noted that Gwel an Mor has 138 employees on their payroll in the winter months.

## **8377 To confirm the minutes of the meeting held on Monday 3<sup>rd</sup> December 2018**

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

## **8378 To receive the report of Cornwall Councillor Joyce Duffin,**

There was no report received from CC Duffin.

## **8379 To receive update on the rebuild of the former coal yard wall, authorise any actions and consider any associated expenditure**

The Chairman updated the meeting, commenting that the first concrete had been poured before Christmas, and currently the works were running to schedule. The Chairman informed the meeting that works were due for completion by Easter.

The Chairman reported further failure of the wall adjacent to the breakwater in the harbour, thanking Mr Gerrish, resident for bringing this to the attention of Councillors. Cllr. Jose commented that works had been completed and this had now been repaired, and reported another section of damaged in the outer basin. The Chairman asked the Clerk to write to Cornwall Council and thank them for their speedy reaction to the report and ensure Cornwall Council are aware of the second section of damaged wall.

## **8380 To receive an update regarding the government funding of £1.5 million for Flood Alleviation Schemes in Portreath, confirm the date for the public consultation,**

authorise any actions and consider any associated expenditure  
The Chairman outlined the proposed project and confirmed the date of the public consultation as the 7<sup>th</sup> February 2019. The Clerk confirmed that Simon Jeffery from the Environment Agency would be meeting with Bridge Residents on the 30<sup>th</sup> January.

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## 8381 Planning

(a) To give consideration as consultees to:

i) Construction of 24 holiday lodges

### **Gwel an Mor, Portreath – PA18/10415**

The Chairman outlined the proposal and invited members of the public to comment on the application. The Clerk read the comments of the planning officer stating that although the officer had not visited site, they were happy with the recommendations of flood alleviation measures from the Lead Flood Authority, but would be considering the impact on the visual amenity of the proposed when looking at this application. Mr Haslam, applicant gave a short statement regarding the measures included to alleviate the affects of flooding, commenting that all run off from the proposed lodges would be into soak always, which had been professionally designed.

Mr Gerrish, Portreath Resident commented that he was not against development and recognised the benefits it brings to the village, however spoken in objection to the proposed reminding members of the pipe that drains directly to the village, commenting on the size of the overall development in comparison to the flood plain within the village. Mr Gerrish commented that Cornwall Council needed to conduct a survey of the run off into the village before considering this application.

Discussion followed between the applicant, Mr Gerrish and councillors regarding the flood concerns, the size of the overall development, concerns for the village and strategy for reduction in run off from all developments on the hillsides of Portreath which should be implemented by Cornwall Council.

The Chairman asked Councillors for their comments. Cllr. Ilett highlighted the foot access to the site commenting that the top of Tregea Hill was very dangerous for pedestrians. Cllr. Jose commented that there was good pedestrian access to the site, The Chairman commented that the standard of the footpaths are extremely high.

CC Duffin Joined the meeting at 19:01.

Discussion followed between councillors regarding issues that would be relevant only when the NDP was complete.

Cllrs. Hitchen and Frazer commented that the development could not be referred to as piecemeal and that Councillors and the public had always been made aware of the plans for the site.

Cllr. Jose commented that with the flood risk having been addressed the parish would see benefit with the addition of the new lodges and proposed that Members of Portreath Parish Council raise no objections to the proposal however should insist on conditions to include flood prevention measures as recommended by the Cornwall Council Lead Local Flood Authority be included in the approval. This was seconded by Cllr. Frazer, put to the meeting and carried with one-member abstaining from the vote.

ii) Construction of two dwelling

### **The Eyrie, Battery Hill, Portreath – PA18/11111**

The Chairman outlined the proposal commenting that this application was in addition to the two replacement dwellings approved in 2017. The Clerk confirmed there were no comments available from the planning officer. The Chairman invited members of the public to comment on the proposal. Mr Powell applicant addressed the meeting describing his links with Portreath and the plot of the proposal. Referencing the local plan policy 21, encouraging development,

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supporting sustainable locations, increasing density, Mr Powell commented that the further development of the plot was suggested by the planning officer that dealt with the application approved in 2017. Mr Powell continued with a lengthy address to councillors, stating the proposed was designed to have limited visual impact, talking about the development of the ANOB as a whole not just this location, commenting that building on the hillside should be encouraged for the good of Portreath and that there was significant need for new housing in Portreath.

Councillors and members of the public Members directed questions at Mr Powell including asking his intentions for the rest of the sizable plot and if access to the proposed would also be from Green Lane. Mr Powell confirmed that there would be no further development of the plot and the access arrangements for the proposed.

The Chairman asked Councillors for their comments, reminding members of the condition in the planning approval PA17/08911 stating that the original chalets should be removed prior to construction commencing to avoid over development of the plot.

Councillors raised concern regarding the additional traffic the propose could create. Councillors commented that Portreath had recently approval of a number of new build properties in recent years. Members commented that they type of housing proposed was not the type of housing that was in demand in Portreath. Members concurred that they could not support further excavation of this part of the hillside and that further development of this plot would be overdevelopment. Discussion also followed considering if the plot was in a sustainable location. Members concurred that the plot was not a sustainable location and due to the design of the proposed, and the number of steps to access both dwellings.

Cllr Jose proposed that members of Portreath Parish Council raise the following objections to the proposal:

- ANOB: concern of the irreparable damage to the ANOB that the proposed would cause
- Access/Traffic: concern over the additional traffic created by the proposed in Green Lane, both during construction and once completed.
- Overdevelopment: commenting that adding two more properties to the site would cause significant overdevelopment of the site within the ANOB. Allowing development of the proposed would contradict the condition number 6 in the planning approval for the site granted in November 2017 ref. PA17/08911.

This was seconded by Cllr. Frazer, put to the meeting and carried unanimously.

**iii) Rear two storey extension**

**18 Tregea Terrace, Portreath – PA18/10810**

Following brief discussion, proposed by Cllr. Frazer, seconded by Cllr. Ilett members resolved to raise no objections to this proposal.

**iv) Division of house into two flats. Addition of rear two storey extension providing lower ground floor living space to basement flat and upper ground floor terrace/conservatory to upper flat. (part retrospective)**

**Chy an Laca, 19 Glenfeadon Terrace, Portreath – PA18/11251**

Cllr Jose declared an interest in this matter and left the meeting.

Following short discussion where members raised concern over building so close to the stream and the impacts of overlooking to the neighbouring properties, it was resolved, proposed by Cllr. Frazer, seconded by Cllr. Ilett to raise no objection to this proposal.

Cllr. Jose re-joined the meeting.

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- v) Proposed conversion of garage and associated works  
**7 Kingsley Terrace, Portreath – PA18/11865**  
Following short discussion questioning if other neighbouring properties have secured permission for their similar alterations, the Clerk read the supportive comments of the planning officer, it was resolved, proposed by Cllr. Ilett and seconded by Cllr. Reynard to raise no objections to this proposal.
- vi) Outline Planning Permission with all matters reserved for development of three dwellings  
**Land south of Colletts Court, Feadon Lane, Portreath – PA18/11100**  
The chairman outlined the proposal and invited members of the public to comment on the proposal. Mr Gerrish, spoke in objection to the proposal stating that flood risk was a major concern, commenting the increased flood risk from the neighbouring development should be considered when looking at this proposal.  
The Chairman commented that a suitable SUDS system should be included. Cllr. Jose commented that development to the site would be an improvement on the current large expanse of tarmac that is currently on the site.  
Members commented that development would tidy the site up. Cllr. Frazer commented that it would be good to see some green spaces and landscaping. Proposed by Cllr. Jose and seconded by the Chairman members resolved to support this application on principal, however requesting that the following conditions be included:
- Suitable SUDS systems included to reduce the risk of flooding further down the valley.
  - The proposed dwelling to the north be of only one storey (bungalow)
  - Greenspaces and landscaping be included in the redevelopment of the areas proposed.
- (b) To give consideration as consultees to any planning applications received since the preparation of this agenda  
There were no applications received since the preparation of the agenda
- (c) To give consideration to any planning applications referred to the council under the 5-day notice protocol  
There were no applications for consideration under the 5-day protocol.
- (d) To note any planning appeals  
Councillors noted that there were no new appeals.
- (e) To receive the report of planning decisions and correspondence and authorise any actions  
Members noted that planning application PA18/09848, PA18/10124, PA18/08475, PA18/05183, PA18/09205 & PA18/04830 had been approved.

Cllr. Hitchen left the meeting at 19:50.

## **8382 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 £22,654.85 and the balance of the Savings Account stood at £20,033.11.
- ii) To approve the bank reconciliation for the month of December  
The Clerk presented the Bank reconciliation for the Month of December to the meeting. This was approved by councillors and signed by the chairman.
- iii) To receive the Payment Schedule for the period 3<sup>rd</sup> December 2018 – 7<sup>th</sup> January 2019 and authorise payment of invoices received  
The clerk displayed the payment schedule with payments totalling £2428.76 for the period 3<sup>rd</sup> December 2018 – 7<sup>th</sup> January 2019 and the payments totalling £3841.18 scheduled for 7<sup>th</sup> January

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2019 – 4<sup>th</sup> February 2019. The Chairman proposed that the clerk line up payments as listed in the schedule. This was seconded by Cllr. Frazer put to the meeting and carried.

## **iv) To Note Any Income Received**

Members noted that £20.18 interest was received from Unity Trust Bank

## **(b) Highway matters**

Cllr. Frazer highlighted a large pothole on the New Portreath Road and agreed to report this online.

## **(c) Footpaths**

The Chairman explained that Cllr. Frazer had submitted the first report of the Mineral Tram route to the Mining Villages group, which had been very well received. The Chairman confirmed that he would submit the further two reports in the coming days.

## **(d) Public toilets**

### **i) To receive the Chairman's report regarding the new Public Toilets**

The Chairman reported that he had been in contact with the contractors who built the toilets, and they had confirmed that there was no concern with the water pooling on the roof after periods of rain.

The Chairman informed councillors that during the Christmas period the police had been called to the toilet, as the alarm in the accessible cubicle was sounding. They had broken into the toilet as they were unable to contact Mr Aggett, however found that it was a false alarm. D&C police have agreed to pay for the repair to the door. The Chairman was awaiting a quote for repair from the contractors who built the toilets.

The Clerk highlighted the praise received for the contractors who manages the grounds surrounding the toilets. The Clerk informed councillors that the contractor had noticed human waste behind the toilet block and had suggested reducing the size of the surrounding bushes to deter people from using this area in the future. The Chairman asked the clerk to get a quote for this work.

### **ii) To receive the Chairman's report regarding the Former Toilets**

There was no progress made on the redevelopment of the former toilet block during the Christmas period. It was noted that water from where The Hub staff wash their equipment outside washes in under the door of the former ladies' toilet. The Chairman agreed to address this with The Hub when it reopens for business in February.

## **(e) Members reports on various meetings**

The Chairman reported that several members had attended the Gwel an Mor Emergency Services Celebration and Awards evening, thanking Mr Way for the invite and commenting that it fantastic to recognise the work of the Emergency Services.

## **(f) Clerks Report**

- The clerk reminded Councillors of the invite to the Cornwall ALC Conference on the 16<sup>th</sup> February and asked members to confirm if they wished to be booked on the event. All members declined the offer.
- The Clerk confirmed that she would combine the visit from Simon Jeffery to Bridge with the January meet the Clerk event.

## **(g) Website, Social media and IT**

Members noted correspondence from Vision ITC offering website services in the event of the death of the reigning monarch.

Cllr. Ilett commented that Code of Conduct on the website was not up to date. The Clerk confirmed that all documents including code of conduct, standing orders and financial regulations generally needed review as advised in the 16/17 & 17/18 audit, before being updated on the website. The Clerk agreed to add this to a future agenda for action to up date all documents.

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**8383 Devolution of the Lighthouse Hill Carpark from Cornwall Council** authorise any actions and consider any associated expenditure

The Chairman explained to the meeting that the suggestion of the possibility of the Parish Council of obtaining the Lighthouse Hill Carpark and Playing Field had arisen from the Antisocial Behaviour Strategy meeting, when it was suggested if the land was managed by the Parish Council access could be limited to reduce the antisocial use of the area.

Considering the projects that the Parish Council currently has underway, the Chairman proposed that this council does not take on the management or ownership of the Lighthouse Hill Carpark and Playing Field at present and reconsider devolving this land when setting the 2020/21 budget. This was seconded by Cllr. Jose, put to the meeting and carried unanimously.

**8384 Cornwall Community Governance Reviews**, authorise any action and consider associated expenditure

The Clerk highlighted that opportunity to undertake a community governance review of the parish, including the opportunity to look at the parish boundaries, number of councillors, warding arrangement and Parish Name.

Cllr Ilett suggested that bringing the whole of Gwel an Mor into the parish would be of benefit.

CC. Duffin stated that the residents in Chapel Meadow did not feel like part of Portreath Parish and exemplified how being in Portreath Parish made it difficult when applying for schools. Members noted CC. Duffin's concern that when the changes to the divisions come into action Portreath Parish will be part of the Portreath and Illogan division and no longer have any links Porthowan, St Agnes and Mount Hawke. The Chairman expressed concern at the loss of affordable housing, if the Chapel Meadow development was no longer part of Portreath Parish. CC Duffin reassured members that the affordable housing at chapel Meadow already has dual allocation with Portreath and St Agnes Parishes.

After further discussion of the benefits of bringing a number of properties in Cambrose in to Parish the Cllr Frazer proposed that Portreath Parish Council respond to Cornwall Council and express their initial interest in a community governance review of the parish with regards to adjusting the boundaries of the parish only. This was seconded by Cllr. Reynard, put to the meeting and carried unanimously.

**8385 Neighbourhood Development Plan** authorise any actions and consider any associated expenditure

**a) General Report**

The Chairman reported on the progress of the NDP Steering Group information councillors that the website and Facebook pages were now up and running, the new logo was in place and the initial surveys would be going live later in the week. The Chairman asked for support from councillors in delivering the survey stating they needed to be delivered by the 21<sup>st</sup> January and the final date for surveys to be returned completed was 18<sup>th</sup> February. The Chairman informed the meeting that it would also be possible to complete the survey online and asked for the link to be added to the website and Facebook pages.

**b) Procurement Procedure**

The Chairman presented the procedure and concerns were raised by councillors regarding the spending powers this would give the Neighbourhood Development Plan Steering Group (NDP SG). Cllr. Frazer asked the Clerk to report back the advice gathered from other councils and Cornwall ALC regarding NDP Procurement. The Clerk reported that the councillors should decide if the NDP Steering Group were indeed a standalone group working on behalf of the Council or a committee of the council. The Clerk advised that if the NDP SG were a committee of this council all council procedures would need to be followed (in particular in relation to spending) and that only Parish Councillors on the NDP SG would be entitled to vote on any decisions the NDP SG made. The Clerk informed the meeting that if the NDP SG was a standalone group they would need their own constitution/Terms of Reference (TOR), report back at all stages of the project to the Parish Council and would need to consider further how spending would be managed. The Clerk gave examples of other NDP SG's that

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held their own bank accounts and managed all spending themselves, and of councils who managed spending for the groups. The Chairman's initial thoughts regarding the comments from the Clerk was that the NDP SG was a standalone group working on behalf of the Parish Council.

Councillor Frazer expressed concern regarding spending reminding councillors that they have a duty of care to look after the public monies that the Parish Council holds. Cllr. Jose commented that spending should be approved monthly and commented that it was important to document how the group will work.

The Chairman summarised the actions that needed to be taken by the NDP SG commenting that TOR needed to be altered and approved, the procurement procedure needed to be looked at again and a spending schedule & budget created. The Chairman commented that these actions would hold up the progress of the NDP by approximately one month.

Councillors commented that it was important to separate the NDP SG spend from that of the council and highlighted that £1000 of spending had been approved earlier in the meeting. CC Duffin gave example of how St Agnes ringfenced their NDP money in a separate account managed by the Parish Council. Discussion followed regarding they best was to keep funds for the NDP separate and examples of how other council managed the NDP SG's spending.

The Chairman suggested bringing spending to the Parish Council for approval prior to spending being agreed. CC Duffin suggested that councillors vote to agree the amounts that the NDP SG can spend from the Parish Council budget, Cllr. Ilett likened this to the NDP precept, commenting that it was important to see the NDP SG's budget and their accounts each month.

The Chairman agreed to go back to the NDP SG to look at the TOR, budget, procurement procedure, status of the group and come back with a proposal to members at the February meeting.

## **8386 To receive various items of correspondence**

The Clerk displayed details of all correspondence circulated by email.

## **8387 To give consideration to any applications received for grants/donations**

Members considered an application from the Sowenna Appeal, however concurred that they would like to keep grants to very local organisations only.

## **8388 To agree the date of the next meeting**

Members agreed the date for the next meeting as Monday 4<sup>th</sup> February 2019, 6:30pm. CC Duffin gave apologies for at the February or March meetings.

## **8389 Close of Meeting**

Prior to the close of the meeting Cllr. Reynard made members aware of her intention to resign as councillor due to other commitments including working within the NDP SG. The Chairman thanked her for their contribution to the council and asked the Clerk to start the process for co-opting a councillor to fill this vacancy. The Chairman thanked everyone for their contributions throughout the evening and closed the meeting at 21:00.

4<sup>th</sup> February 2019

Chairman – Cllr. Mr. C. Matijasevic