

PORTREATH PARISH COUNCIL

Minutes for the MEETING of PORTREATH PARISH COUNCIL held at Portreath C.P School, Penberthy Road, Portreath on Monday, 13th May 2019, from 6:30pm.

Present Councillors Mr. C. Matijasevic, Ms. L. Frazer, Mr. B. Jose, Mr. S. Kendall, Mr. D. Ilett, Mr M. Hitchen and Mr. I. Stewart
Cornwall Councillor Joyce Duffin
3 members of the public

8453 Chairman's Welcome and Safety Information

The Chairman welcomed councillors and members of the public to the May meeting of Portreath Parish Council. The Chairman highlighted procedures in case of emergency.

8454 To Receive Apologies

There were no apologies received.

8455 To receive nominations for and appoint Chairman for the year 2019/2020

The outgoing Chairman invited nominations for the position of Chairman
Cllr Frazer nominated and proposes that members vote Cllr. Matijasevic as Chairman for the year 2019/20. This was seconded by Cllr. Stewart, put to the meeting and carried.
The Chairman thanked members for voting him as Chairman and for their support in the role over the past year and commented that this would be the final year he would stand as chair and that members needed to consider their suitability for the role for 2020/21.

8456 Signature of Declaration of Office Register by newly appointed Chairman

Cllr. Matijasevic signed the Declaration of Acceptance of Office Register, witnessed by the Clerk & Proper Officer Lucy Jose.

8457 To receive nominations for and appoint Vice Chairman for the year 2019/2020

The Chairman invited nominations for Vice Chairman, and proposed that Cllr. Frazer be nominated for this role. This nomination was seconded by Cllr. Ilett, put to the meeting and carried unanimously.

8458 To Receive Declarations of Interest

Cllr. Ilett declared an interest in planning application PA19/03530.

8459 Public Participation Session: When members of the public may raise matters with Councillors

The Chairman invited members of the public to address councillors.
Mr Powell questioned the most recent statement from the Environment Agency regarding the £4 million funding, the Chairman confirmed that the statement was available on the Parish Council website within the minutes from the meeting on 3rd March 2019.
Mr Powell asked the Chairman if representatives of the NDP SG had attended the workshop where the subject of Climate Change was discussed, commenting that it had significant relevance to the preparation of the NDP. The Chairman commented that members of the NDPSG would be attending a workshop at Heartlands in coming weeks where this subject would be addressed.

8460 To Confirm the minutes of the meeting held on Monday 1st April and 29th April 2019

Cllr. Frazer proposed that that the minutes for the meeting held on 1st April 2019 and the 29th April 2019 be signed as constituting an accurate record of proceedings. This was seconded by Cllr. Stewart, put to the meeting and carried.

8461 To receive the report of Cornwall Councillor Joyce Duffin, authorise any actions and consider any associated expenditure

CC Duffin addressed members, stating that she was currently in the process of a phased return to work following her time off convalescing.

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CC Duffin reported that several members of the community had contacted her regarding the new fence that has been constructed as part of the new Tolgus Trail. CC Duffin confirmed that she had been in contact with the team managing the project who had confirmed that the hedge which had been removed was a living hedge and was replaced with the wooden fence at request of the land owner for security purposes.

CC Duffin reported that a member of the community had contacted her regarding the state the Environment Agency had left on the small beach. CC Duffin confirmed that she had been in contact with the EA and was awaiting an update regarding any further works to tidy the site.

CC Duffin stated that Cornwall Council had the intention to lease the land, however due to the damage from several large storms this had not happened. The Chairman confirmed that the PIC had previously been interested in devolving the land however due to storm damage this had not progressed. CC Duffin commented that as part of the NDP the use of the land could be defined within the plan. The Chairman agreed to take this back to the steering group for consideration.

CC Duffin reported that she had attended a meeting with the Chairman and the applicants for planning application PA19/00820 and it had been resolved that the applicants would look at redesigning the proposal to bring the dwelling within the area agreed at outline planning stage.

Cllr Stewart asked if there was an update regarding the situation with the rubbish collections along the New Portreath Road as previously discussed at the meeting in October 2018. CC Duffin confirmed that the new contract would come into effect from 2020 and may not yet be finalised. Cllr. Hitchen confirmed that Biffa had been in contact with residents to look at a solution in the short term however Cllr. Hitchen confirmed that they would not commit to collections from the properties directly.

8462 To receive update from the Environment Agency on the rebuilding of the former coal yard wall and the government funding of £4 million for Flood Alleviation Schemes in Portreath, authorise any actions and consider any associated expenditure

The Chairman confirmed that he had written communication to all parties involved in the replacement of repairs to the wall thanking them for their work.

The Chairman confirmed his intent to have a plaque made to commemorate the works after both storms of 2014 and 2018 and presented members with wording to approve. Members agreed with the suggested wording and asked the Chairman to gather quotes for a plaque.

The Chairman commented that MP George Eustice should be invited to unveil the plaque and that all involved organisations would be invited as well as the press.

The Clerk confirmed that there had been no reported received from Simon Jeffery regarding to the £4million flood alleviation schemes for Portreath.

8463 To receive the report from the Neighbourhood Development Plan Steering Group, authorise any actions and consider any associated expenditure

a) General Report

The Chairman reported on behalf of the NDP SG stating the group are continuing to have monthly meetings and that the Landscape Character Assessments and Housing Need Assessments were currently under way. The Chairman commented that at least 12 more properties were needed within the Parish. The Chairman reported that there would be a Business Meeting on the 23rd May to which invites would be sent out and where the results of the Business survey would be shared. The Chairman explained the World Café event that is planned for 15th June stating that information would soon be available as to how to book on to conversations and the other events happening on the day.

b) Budget & c) Payment Schedule

The Chairman commented that as the NDP SG chair was not in attendance there would be nor report on the payment schedule or Budget.

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8464 Planning

(a) To give consideration as consultees to:

- i) Removal of existing rear canopy, and replacement with outdoor classroom/canopy structure
Portreath Community Primary School, Portreath – PA19/03268

Cllr Frazer explained to members the current set up in the area of the proposed. Following short discussion Cllr. Frazer proposed that Members of Portreath Parish Council raise no objections to this proposal. This was seconded by Cllr. Stewart put to the meeting and carried unanimously.

- ii) Alterations and extension to dwelling
10 Sunnyvale Close, Portreath- PA19/03530

Cllr. Ilett declared an interest in this proposal and left the meeting.

The Chairman outlined the proposal and confirmed the location of the proposed and invited Mr Dennis, applicant to address members. Mr Dennis informed councillors that the design was to accommodate his young family and to accommodate their long-term needs as well as to enable them to remain living in Portreath. Mr Dennis commented that whole property needed modernisation and that the proposed would improve the aesthetics of the dated property. Following discussion Cllr. Stewart proposed that Members of Portreath Parish Council raise no objections to this proposal. This was seconded by Cllr. Jose put to the meeting and carried unanimously.

- iii) Non-Material Amendment (no.1) for change of exterior finish from timber cladding to composite cladding in respect of decision notice PA18/00794 Demolition of existing dwelling and replacement with two storey dwelling.

Holmlea, Glenfeadon Terrace, Portreath – PA19/02291

The Clerk read the comment of the planning officer. Following short discussion Cllr Frazer proposed that Members of Portreath Parish Council raise no objections to this proposal. This was seconded by Cllr. Ilett, put to the meeting and carried.

- iv) Demolition of two existing dwellings (the Erie and The Lookout) and construction of two replacement dwellings with variation of condition 6 in respect of PA17/08911

The Eyrie and Lookout, Battery Hill, Portreath – PA19/03439

The Chairman explained the planning history of the proposed reminding members that they had looked at proposals on this site several times over the last few years. The Chairman invited the applicant Mr Powell to address members.

Mr Powell explained that the request was to remove condition 6 from an in the consent from PA17/08911 allowing the original dwellings to be retained until an appropriate time within the construction process due to the difficult nature of the site, Mr Powell explained that a solid platform for removing the dwellings would be needed and commented that he was seeking a more standard condition to be included in the permission such as removal of the original dwellings upon occupation of the new dwellings. Mr Powell quoted planning policy regarding standard conditions and their relevance to developers.

Lengthy discussion followed between councillors and Mr Powell. Members questioned if the intention was to retain the dwellings in the long term, Mr Powell confirmed that the intention was to remove the original dwellings. The Chairman lead closed discussion between councillors where members agreed that an appropriate time for the condition to be included was at the completion of the foundations prior to construction of the proposed dwellings. The Chairman reminded members the importance of the ANOB. Cllr. Frazer commented the Cornwall Council do not include conditions within planning consent without good reasoning to do so. The Chairman proposed Members of Portreath Parish Council raise no objections to this proposal however request the condition for the removal of the existing dwellings be timed to tie in with the completion and sign off of the foundation stage of the build. Members are concerned that

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the retention of the original dwellings would result in overdevelopment and irreparable damage to Portreath's only ANOB. This was seconded by Cllr. Frazer, put to the meeting and carried.

v) Erection of Bungalow

Blue Haze, The Incline, Portreath – PA19/02803

The Chairman outlined the location of the proposed. Members discussed the proposal and noted that the applicant was not the land owner but acknowledged that this was not a planning concern. Cllr. Frazer proposed that Members of Portreath Parish Council raise no objections to this proposal. This was seconded by Cllr. Jose put to the meeting and carried.

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

Members noted planning application PA19/01351 had been received since the preparation of this agenda.

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

The Chairman reconfirmed CC Duffin's comments regarding the 5-day notice from planning application PA19/00820.

The Clerk explained that the planning officer dealing with PA19/02113 was looking to approve the application against the wish of the Parish Council. Following discussion members agreed to ask the planning officer to take this application to the planning committee to decide, and Cllr. Duffin agreed to contact the Planning officer to discuss amendments to the design that may be acceptable to members and the neighbouring properties.

(d) To note any planning appeals

Members noted that there were no planning appeals received since the meeting on the 29th April 2019.

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

Members noted that planning application PA19/00836 had been refused.

8465 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 £39,287.82, however stood at £39,439.07 on 30th April and the balance of the Savings Account stood at 20052.87. Following discussion members asked for a review of the financial regulations to be added to the agenda for a future meeting.

ii) To approve the bank reconciliation for the month of April

The Clerk presented the Bank reconciliation for the Month of April 2019 to the meeting. This was approved by councillors and signed by the Chairman.

iii) To receive the Payment Schedule for the period 1st April – 13th May April 2019 and authorise payment of invoices received and payments scheduled for 13th May – 3rd June 2019

The clerk displayed the payment schedule with payments totalling £4241.87 for the period 1st April – 13th May 2019 and the payments totalling £5863.75 scheduled for 14th May – 3rd June 2019. Cllr. Frazer proposed that the clerk line up payments as listed in the schedule. This was seconded by The Chairman put to the meeting and carried.

iv) To note any income received

Members noted income received totalling £27,986.98, including a donation of £1400.00 from Portreath Association Ltd, £24,600.00 the first instalment of the 19/20 Precept, £628.25 – CTS grant from Cornwall Council and £ 1358.73 VAT refund.

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- v) The Clerk asked members to authorise a cheque for £50 for the True 600 Challenge that had been agreed at the meeting on the 1st April 2019. The Clerk reminded signatories to sign both the cheque and the cheque stub.

(b) Highway matters

Cllr Kendall asked if the Parish Council could take steps to formalise the parking on Beach road where cars currently park diagonally. CC Duffin advised that this had unsuccessfully been looked at in the past, however Cllr. Kendal agreed to peruse this as the current arrangements work well, but would benefit if lines were painted to define the parking spaces and discourage people from parking on the diagonal where Beach road narrows towards the beach.

(c) Footpaths

The Chairman reported that Cormac were working with the owners of Primrose Nook to clear the gulleys and resurface the path at the entrance to Illogan woods to alleviate the issue of flooding in the area.

The Clerk reported that the species recovery trust are now working with Cormac to ensure that a proper cutting schedule was in place to protect the rare Debtford Pinks that grow on New Walk.

(d) Public toilets

- i) To receive the Chairman's report regarding the new Public Toilets
The Chairman reported that the new signage and hygiene bags and dispensers had now been purchased and would be installed by Rob Aggett in the coming weeks. The Chairman stated that the trail of the 24-hour opening would commence as soon as the signage was in place.

The Clerk update members regarding the re-siting of the Openreach pole outside the toilets stating that following communication from Openreach the free survey Openreach had offered would now incur a cost of approximately £2500. The Clerk agreed to follow this up with Openreach, as members felt this was unacceptable.

- ii) To receive the report regarding the Former Toilets
Cllr. Frazer stated a site visit was needed and asked councillors for the availability to do a site visit.

(e) Members reports on various meetings

Cllr. Ilett reported on the mining trails forum he had recent attended stating that there had been little progress, and a chairman had not been appointed for the group and it had been agreed that the host of each meeting would also take the role of chair. There were some suggestions of signage that could be used to update the trails, and members of the group had been asked to agree spending within their councils and authorise works by parish area. It was confirmed that the use of powered off road vehicles remained a problem in some areas and that a dedicated police office would be assigned to addressing this.

Cllr Stewart commented that Portreath Improvement Committee had now started work on the new playing surface at Greenslade Park, and therefore the park would remain closed until completion.

(f) Clerks Report

- The Clerk commented that the Meet the Clerk sessions in April and May were both quiet, but would look to book beach café for June session.
- The Clerk reported that due to the May, Parish and June meetings being so close together she was very busy and that the internal audit was also taking up much of her time.
- The informed members that shoe would be taking the week commencing 27th May as holiday.

(g) Website, Social media and IT

Cllr. Frazer confirmed that the website and social media account were running smoothly.

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8466 To confirm arrangements for the annual parish meeting, authorise any actions and consider any associated expenditure.

The Clerk confirmed details for the meeting on the 20th May, including the booking of the hall, that invites had all been sent and chased. That there were a number of reports on file from those who are unable to attend and most organisations had returned the templates with details of their organisations ready to be printed in the new directory for distribution at the meeting. Members confirmed that any donations for refreshments collected on the evening would go to Portreath School.

8467 Adopt the Standing Orders approved by members at the April meeting of Portreath Parish Council, authorise any actions and consider any associated expenditure

Cllr. Ilett proposed that the standing orders presented to the council on the 1st April be adopted. This was seconded by Cllr. Kendall put to the meeting and carried.

8468 Receive report on the pre engagement for the Public Spaces Protection Orders: renewal of existing dogs on beaches restrictions to come into effect from April/May 2020, authorise any action and consider associated expenditure

The Clerk displayed the pre-engagement letter from Cornwall Council regarding the Public Spaces Protection Orders: renewal of existing dogs on beaches restrictions to come into effect from April/May 2020, and displayed the maps supplied highlighting the area currently covered with the order. Members noted that currently between Easter day and the 30th September between 7am and 7pm that dogs are banned from the beach.

The Clerk read members a letter from a resident requesting a relax of the restrictions for this summer stating that it would benefit the community if dogs were allowed on the beach until 10am each day. The Clerk went on to remind members that last summer letters of complain about how much time dogs were allowed on the beach had been received. The chairman acknowledged that the Parish Council should represent the views of the whole parish and members concurred that there seemed to be a 50/50 split between those who want the restrictions kept in place and those who would like to see them relaxed. Members discussed the restrictions at length and suitable compromises, taking note that most beach have similar restrictions from the 1st May -30th September.

The Chairman proposed that Portreath Parish Council respond to the pre-engagement stating their views, that the restrictions should come in place from the 1st May until the 30th September and that the restrictions should be an hour either side of the lifeguard service 9am -7pm, and request that the map provided in the PSPO include all areas of the beach and that appropriate signage be in place for this season. This was seconded by Cllr. Frazer, put to the meeting and carried.

8469 Internal Audit

a) Recommendations from the 2017/18 audit

- The Clerk asked Cllr Ilett. To relook at the asset register and provide a reconciliation between the 17/18 figures and the 18/19 figures.

b) Preparation for the 2018/19 Audit

The clerk confirmed that she was working with the auditor and would be submitting the final paper work for the internal audit on the 20th May, and would include approving the accounting statement and Annual governance statement for 18/19 on the agenda for the June meeting.

8470 To receive various items of correspondence

The Clerk displayed a list of all correspondence circulate by email in the month of April.

The Clerk referred to correspondence regarding:

- Tolgus Trail, received from a resident, confirming that CC Duffin had responded to the resident with the response from the project manage regarding the decision to replace the hedge with a fence.

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- Chynance, parking, bins, EA work, received from a resident. The Clerk confirmed that CC Duffin had addressed the concerns regarding the final clear up of the beach following the wall repairs and youth gaining access to the pier. The Clerk confirmed that following discussion with CC Duffin that a meeting to discuss the parking situation for the Chynance resident would be called, led by CC Duffin.
- Skate Park. The clerk reported that correspondence had been received raising concerns about the proposal for a skate park on the land by the small beach. The Chairman confirmed that residents would indeed be consulted with should the option of a skate park become a possibility.
- #Love Portreath Signage Meeting 15th May. Following discussion members concurred that the signage meeting should involve all interested parties and asked the Clerk to arrange for the meeting to be put on hold until this can be made possible.

8471 To give consideration to any applications received for grants/donations

There were no requests for section 137 donations since the meeting on the 1st April 2019.

8472 To agree the date of the next meeting,

Members agreed the date of the next full meeting of the council be held on Monday 3rd June 2019, 6:30pm.

As all members of the public had left the meeting The Chairman asked Cllr. Frazer if there was progress with creating a logo for the Parish Council. Cllr. Frazer confirmed that she has approached a number of designers with the brief and asked for quotes. The quotes were vastly varying in cost and after discussion members agreed upon using the designer who had designed the NDP logo. Proposed by Cllr. Frazer, seconded by the Chairman. Cllr. Frazer agreed to liaise with the designer and bring the logos to the next meeting.

8473 Close of Meeting

The Chairman thanked members for their attendance and the meeting closed at 20:45.

3rd June 2019

Chairman – Cllr. Mr. Chris Matijasevic