

**Minutes for the MEETING of PORTREATH PARISH COUNCIL held at Portreath C.P School, Penberthy Road,
Portreath on Monday, 1st July 2019 from 6:30pm.**

Present Councillors Mr. C. Matijasevic, Mr. D. Ilett, Mr. B. Jose, Mr. M. Hitchen and Mr. I. Stewart
CC Joyce Duffin
2 members of the public

8491 Chairman's Welcome and Safety Information

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

8492 To Receive Apologies

Members noted apologies were noted from Councillors Frazer and Kendall.

8493 To Receive Declarations of Interest

There were no declarations of interest.

8494 Public Participation Session: When members of the public may raise matters with Councillors
Gwel an Mor Resort Director, Matt Way addressed the meeting confirming Gwel an Mor had retained their 5 star rating again this year. Mr Way explained that Gwel an Mor was now in the process of registering as a visitor attraction with visit England. Mr Way commented that this would help with their application for brown tourist information signage. Mr Way stated that the new website had now been launched and a page for day visitors has been included. Mr Way informed the meeting that £50,000.00 was being spent refurbishing some of the older lodges and £10,000.00 being spent on new kitchen equipment. Mr Way explained that Bolo the bear had been adopted as the mascot and offer Bolo for events in the Parish. Mr Way offered to work with the community to create a page in the visitor guide about the parish.

8495 To confirm the minutes of the meeting held on Monday 3rd June 2019

Cllr. Ilett proposed that the minutes for the meeting held on 3rd June 2019 be signed as constituting an accurate record of proceedings. This was seconded by Cllr. Stewart, put to the meeting and carried.

8496 To receive the report of Cornwall Councillor Joyce Duffin, authorise any actions and consider any associated expenditure

CC Duffin updated members regarding the progress of replacing the removable bollard at Chynance. CC Duffin confirmed that the missing concrete bollard would be replaced and that a new more substantial removable one would be installed. CC Duffin also referred to the parking situation in Chynance and Forth an Nance, stating that if the double yellow lines were removed that would give way to any one parking in these areas and residents only parking schemes would not allocate specific parking spaces. CC Duffin continues to work with residents to come to a suitable solution.

CC Duffin informed the meeting that she had chased the planning officer regarding the application for 6 Hillside stating that Mark Broomhead would be looking at this application and that should he be minded to recommend this for approval the decision would be made at planning committee.

CC Duffin reported that Highways had been contacted about the speed limit at Cambrose. CC Duffin stated the Adrian Drake had suggested a section suitable for speed limit reduction, however CC Duffin felt the section did not include all dangerous areas and had relayed this information to Adrian Drake. The advice from highways is to apply for the speed to be reduced via the community network funding and Charlotte Caldwell.

8497 To receive update from the Environment Agency on the government funding of £4 million for Flood Alleviation Schemes in Portreath, authorise any actions and consider any associated expenditure

The Clerk reported that Simon Jeffery was on long term leave and that she had made contact with Environment Agency requesting a report in his absence.

The Chairman reported that the unveiling of the commemorative plaque would be delayed due to the wait for the Cornish Granite to be cut.

8498 To receive the report from the Neighbourhood Development Plan Steering Group, authorise any actions and consider any associated expenditure

a) General Report, b) Budget c) Payment Schedule

The Chairman reported on behalf of the NDP SG, stating that:

- World Café extremely successful with over 100 in attendance. The NDP SG are currently formulating a report from this and hope it will be useful for the parish council.
- The groundwork has been done for the landscape character assessment and now needs to be written up.
- The work has just begun for the Village Character assessment. Rose Lewis is do some historic reviews as the first step. The NDP SG will be looking for volunteers to help with the assessment. If anyone is interested in being part of this, contact Rose directly.
- Th NDP SG is about to complete our end of grant report and submit an application for a second grant. The Chairman proposed members of Portreath Parish Council allow the NDP SG access to the remaining £500 from the parish council budget, so that no work is delayed while awaiting that next phase of grant funding.

The Clerk explained that after discussion the NDP SG finance officer that members should approve the spending of £1375 for the next stage of the Village Character Assessment, The Chairman proposed that members approve the spending of £1375 employing Gain consultants to under take the VCA. This was seconded by Cllr. Hitchen, put to the meeting and carried.

8499 Planning

(a) To give consideration as consultees to:

i) Demolition of existing dwelling and replacement with two storey dwelling with variation of condition 2 in respect of approval PA18/00794

Holmlea, Glenfeadon Terrace, Portreath – PA19/04404

The Chairman explained the history of the application and site and the Clerk updated members regarding correspondence with the planning officer. The Applicant addressed members explaining the reasoning for using the alternate cladding. Following short discussion Cllr. Stewart proposed that Members of Portreath Parish Council Support this application. This was seconded by Cllr. Ilett put to the meeting and carried.

ii) Replacement of two holiday units (with established certificate of lawfulness a for existing use granted through PA15/01579) with a single dwellinghouse & garage

Bartrez Meadow, Cambrose – PA19/00820

The Chairman explained the history of this application and the Clerk read to supportive comments of the planning officer. The Chairman referenced the comments of other consultees and proposed that Members of Portreath Parish Council Support this application. This was seconded by Cllr. Jose, put to the meeting and carried.

iii) Create a composite decked balcony with obscured-glazed screening parking for 2 cars

Hummingbird House, New Portreath Road, Redruth – PA19/05072

The Chairman explained the location of the proposed and the Clerk read the comments of the planning officer. Following short discussion Cllr Ilett proposed Members of Portreath Parish Council Support this application. This was seconded by Cllr. Stewart, put to the meeting and carried.

iv) First Floor Extension including balcony

Seaspray, The Incline, Portreath – PA19/05315

The Chairman explained the location of the proposed and members commented that the neighbouring property also has a live planning application for the construction of a bungalow.

Following discussion Cllr. Jose proposed Members of Portreath Parish Council Support this application. This was seconded by Cllr. Hitchen, put to the meeting and carried.

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

It was noted that planning applications PA19/01351 & PA18/08750 had been received since the preparation of the agenda. Members agreed that an extra meeting of the council would need to be called to look at these applications as there is no meeting scheduled until September. Following discussion of a suitable date members agreed on the 29th July for the meeting.

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

Members noted that there had been no applications referred under the 5-day notice protocol for discussion at this meeting, however briefly discussed application PA19/03439 and the wording of the conditions in the permission.

- (d)** To note any planning appeals

Members noted that there were no planning appeals received since the meeting on the 3rd June 2019.

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

Members noted that planning application PA19/03439 had been approved

8500 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 £12,431.29 and the balance of the Savings Account stood at £40,077.47. Members noted that Cllrs. Ilett and Stewart were now listed as signatories on the account.

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

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

- iii)** To receive the Payment Schedule for the period 3rd June – 1st July 2019 and authorise payment of invoices received and payments scheduled for 1st July – 2nd September 2019

The clerk displayed the payment schedule with payments totalling £6052.75 for the period 3rd June – 1st July 2019 and the payments totalling £12692.40 scheduled for 1st July – 2nd September 2019. 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

Members noted income totalling £48.71, £24.11 donations from the NDP SG and £24.60 Interest.

(b) Highway matters

Cllr. Jose commented that he had reported over grown dangerous verges to Cornwall Council. CC Duffin explained the policy of CC not to cut verges other than at junctions to preserve the wildflowers for pollinators. Cllr. Jose stated that he was concerned for the safety of road users in particular cyclists and walkers due to this decision.

(c) Footpaths

The Clerk reported that Cornwall Council had scheduled the parish footpaths for trimming. The Chairman stated that the Debtford Pinks were in flower on New Walk.

(d) Public toilets

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

The Chairman gave a brief update on the successful running of the toilets and asked the Clerk to pay the deposit for the pole relocation survey.

- ii)** To receive the report regarding the Former Toilets

There was no update on the progress of the former toilet regeneration as Cllrs. Frazer and Kendall leading the project were not present at the meeting.

(e) Members reports on various meetings

The Chairman informed members that he had attended a meeting with representatives from St Mary's Church in November to look repairing the war memorial. The Chairman explained the Church had applied for funding for the repairs and that the new cross had been made and was awaiting installation. The Chairman commented that the memorial would also be cleaned.

(f) Clerks Report

- The Clerk reminded members that preparations for the Remembrance Parade would soon need to commence. The Clerk asked members for their feedback on last year's event and the requirements for this year. Members concurred that the arrangement from last year would be fine for this year. The Clerk suggested recycling the broken event Poppies. Members felt the school should be involved in this. Following discussion the Chairman proposed that the Clerk go ahead with the preparations for the 2019 Remembrance Service, including applying for the road closures, meeting with the appropriate organisations, ordering Poppies and decorations for the event, the purchase of road closure signage and instructing Willsecure to action the road closure and engaging with the school to encourage involvement. This was seconded by Cllr. Jose put to the meeting and carried.
- The Chairman informed councillors that he was due to meet with the Clerk for the annual Appraisal this week.
- Members discussed several persistent complainers that regularly make contact with the Clerk and the impact they have on the working time of the Clerk. Members suggested creating a policy to deal with this. The Clerk agreed to make contact with Cornwall ALC for model documents and CC Duffin agreed to share the Cornwall Council policy for persistent complainers.

(g) Website, Social media and IT

The Clerk confirmed that all systems were working well.

8501 Review the Financial Regulations, update where required, authorise any action and consider associated expenditure

Following short discussion Cllrs Stewart and Ilett agreed to look at the current and model policy's and bring a draft to the September meeting for discussion with members.

8502 Internal Audit, authorise any action and consider associated expenditure

a) Recommendations from the 2018/19 audit

The Clerk reported that getting the risk assessments in order need to be priority. The Chairman suggested that this was looked at during the extra meeting agreed under item 9 on the agenda (minute reference 8499 b) Members agreed the following areas should be looked at first: Toilets, Duke of Leeds Land, Former Toilets, Office/staff, Streetlighting, Events and the Financial Risk Assessment. Members felt that the financial risk assessment should also be looked at by Cllrs. Stewart and Ilett during the Financial regulations review.

8503 To Consider the Community Governance Review for Cornwall 2019, with particular consideration given to the number of seats allowable within the council, authorise any action and consider associated expenditure

The Chairman reminded members of the decision made at the last meeting to support St Agnes's submission to move Chapel Meadow into the St Agnes Parish. The Chairman informed members that a meeting with Illogan Parish Council would not be requires as all developments at Gwel an More fall into the Portreath Parish. The Chairman informed members that he would work with the Clerk on the submission to increase the number of councillors to 9. The Clerk confirmed that the submission needed to be made by the 17th July.

8504 To review new Parish the Logo Designs, authorise any action and consider associated expenditure

Members looked at the designs and agreed on the preferred design. Members commented that a sharper font would be better than the font currently used. The Chairman proposed that members of Portreath

Parish Council adopt the preferred design with the amendments previously suggested. This was seconded by Cllr. Jose put to the meeting and carried. The Chairman asked the Clerk to contact Cllr. Frazer to make these changes and agree the logo with the designer.

8505 To receive various items of correspondence

The Clerk displayed a list of all correspondence circulate by email received since the date of the last meeting. The Clerk referred to correspondence received:

- Belerion Resident – Request for safety fencing to make the green at Forth Veau/Belerion Road safe for children to play. Restricting the free access to Tregea Hill. CC Duffin agreed to look into this further.
- Cornwall Council – Rural Housing Enabler
- Feadon Resident Requesting support in contact the Tregea Park developers to request works to be finished to an acceptable standard. Then Clerk agreed to write a letter of support to the developers.
- Cornwall Council – Planning for Coastal Change Advice. Members briefly discussed this correspondence which had previously been circulated by email. The Chairman referred to previously circulated correspondence and agreed to find the relevant document to share with members.
- Polling Places Consultation – The Clerk agreed to respond on behalf of the Council.

8506 To give consideration to any applications received for grants/donations

There were no requests for section 136 donations received since the date of the last meeting.

8507 To agree the date of the next meeting, Monday 2nd September 2019, 6:30pm.

Members agreed the date of the next full meeting be held on Monday 2nd September with venue to be confirmed. Members also agreed the date for the extra meeting of Portreath Parish Council to be Monday 29th July, venue to be confirmed.

8508 Close of Meeting

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

2nd September 2019

Chairman – Cllr. Mr. Chris Matijasevic