

**Minutes for the Full MEETING of PORTREATH PARISH COUNCIL held
At Portreath CP School, Portreath on Monday, 3rd February 2020, 6:30pm.**

Present: Councillors Mr. I. Stewart, Mr. S. Kendall, Mr. M. Hitchen, Mr. B. Jose, Mr. D. Ilett
and Mr. R. Symonds
Cornwall Councillor Joyce Duffin (until point Indicated)
Martin Wright, Cornwall Council (until point Indicated)
37 members of the public (until points Indicated)
Lucy Jose - Clerk to the Council

8612 Chairman's Welcome and Safety Information

The Vice-Chairman welcomed councillors and members of the public to the February meeting of Portreath Parish Council and highlighted procedures in case of emergency. The Vice Chairman introduced himself and explained the format of the meeting.

8613 To Receive Apologies

Apologies were recorded Chairman Cllr. Matijasevic.

8614 Declaration of Interests

Cllr Ilett declared an interest in planning application PA19/10851

8615 Public Participation Session, when members of the public may raise matters with Councillors

Public present choose not to raise any matters with councillors.

8616 To confirm the minutes of the meeting held on Monday 6th January 2020

Cllr. Jose proposed that that the minutes for the meeting held on 6th January 2020 be signed as constituting an accurate record of proceedings. This was seconded by Cllr. Kendall, put to the meeting and carried.

8617 To consider the application for 14.572 hectares of land at Nance Woods and Illogan Woods under The Commons Act 2006, Mistaken registration under the 1965 Act, Schedule 2 (7), Land wrongly registered as common land, authorise any action and consider associated expenditure

The Vice Chairman invited Mr Martin Wright of Cornwall Council to address the meeting and explain the application and its history.

Martin Wright addressed councillors and public present. Mr Wright gave a comprehensive overview of the common's laws, the application itself, the implications of having the common status removed from the land and information on how to make representation to Cornwall Council. Mr Wright explained that the decision for this application would be made by Cornwall Council, unless a person with a legal interest in the land came forward, and in the case of this happening the decision would be transfer to the Planning Inspectorate. Mr Wright gave examples of those who have legal interest in the land. Mr Wright explained the protections that would remain on the land should be removed from the commons register, highlighting that the woodland is within a Site of Special Scientific Interest (SSSI), and that the majority of the woodland was a Tree Protection Order Area.

Parishioners were given the opportunity to ask questions. Mr Wright confirmed the area of the application, stating that it did not encompass the whole woods and that the public footpaths were not in the application area and would not be affected in any way. Mr Wright confirmed that the law stated that unless Cornwall Council had an interest in the application, they would remain the decision-making body. Mr Wright explained the process for gaining planning consent on common land and that should the application be successful that any application for development would have to be considered by the planning authority, the parish council and the parish plans and that due to the other protections of the land and the topography of the land that development was highly unlikely. Mr Wright stated that the remaining common land known as Illogan Wood had a number of owners and should they also wish to make similar applications would have until the end of 2020 to do so. The Applicant also addressed the meeting confirming that the application was being made on the grounds of health and safety and that

there was no plan for development of the site. The applicant explained that it was their wish to safeguard the SSSI and that of their farm land and the Iron Age Round that sits within the farm land. The Applicant confirmed that access to the round could still be arranged as before with themselves as is often done for educational visits.

Mr Wright explained again how to make representations on the case and explained that they would need to provide evidence that the land was not mistakenly registered and that signatures on a petition would not prove this. It was confirmed that the final date for representation to be received is 2nd March 2020.

The Vice Chairman thanked Mr Wright. Mr Wright, CC Duffin and 27 members of the public left the meeting.

8618 To receive the report of Cornwall Councillor Joyce Duffin, authorise any actions and consider any associated expenditure
There was no report received from CC Duffin.

8619 To receive the report from the Neighbourhood Development Plan Steering Group, authorise any actions and consider any associated expenditure

The Clerk read the brief written report received from the NDP SG Chair outlining 4 points:

- 1) The creative work with teenagers continues and will form part of the final submission. The team also hopes to make a film
- 2) Thank you to all who completed the ranking of policies, we got 30 responses in total and these helped select key policies for inclusion
- 3) The NDP is now being pulled together as a document and should be complete in first draft by the end of February. It will then be sent to Cornwall Council to check if it needs any compliance tests.
- 4) The consultation with the community is scheduled to take place over a 6-week period starting in April. It would be great if we could get a larger slot of time at the parish council at the beginning of the consultation to take you through the document.

This was acknowledged by member and noted for the April agenda.

8620 To receive an update on the revised Environment Agency (EA) £4 million Flood Alleviation Scheme for Portreath, authorise any actions and consider any associated expenditure

The Clerk reported that there was no update from the EA, however a meeting was being scheduled with the EA, Cornwall Council, Parish Council and George Eustice on the 28th February, with venue details and an agenda to follow.

8621 Planning

(a) To give consideration as consultees to:

- i) Conversion of a redundant barn into residential accommodation for use by owners of the Portreath Arms

Portreath Hotel, The Square, Portreath – PA19/10851

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

Proposed by the Vice-Chairman, seconded by Cllr. Kendal it was resolved to support this application.

Cllr Ilett was invited to re-join the meeting.

- ii) Removal of existing low-pitched roof and replacing with a higher pitched roof incorporating a first floor dormer to provide two further rooms and bathroom. Replacement of existing plastic cladding with improved external insulation and wooden cladding

6 Hillside Portreath – PA19/11110

Following short discussion, proposed by Cllr. Jose and seconded by Cllr. Hitchen members resolved to support this application.

- iii) Extend garage to encompass additional single storey family space into current garden space
- 2 Chynance, Portreath – PA19/02215**

Members considered the proposal and looked at of the several plans submitted with the application. Following discussion, proposed by Cllr Jose, seconded by Cllr. Stewart members resolved to support this proposal, however requesting the planning officer encourage the applicant to consider the finish of the proposed, as members felt the timber cladding would look out of place in the street scene.

**iv) Certificate of lawfulness for use of building as shop, café/restaurant and hot food takeaway
The Shore Shop, Sea Front, Portreath – PA20-00298**

Members discussed at length how the Shore Shop had been used in recent history and the historical used for the building. Proposed by Cllr Jose, seconded by Cllr. Symonds members resolved to submit the following statement to the planning officer: Following lengthy discussion members confirm that the Shore Shop has been continually used as a shop for more than 10 consecutive years. Members acknowledge that the Shore Shop trading as the Hub since 2016 has provided a restaurant/cafe facility, however prior to this, use of the Shore Shop as a café/restaurant or take away has been sporadic and members do not feel that other than whilst trading as the hub, the Shore Shop has not been used for these purposes within the last 10 year period. Cllrs. Stewart, Ilett and Hitchen abstained from both discussion and voting on this application as all felt they had not lived in the area for sufficient time to comment.

v) Creation of new dwelling, garage with annexe and associated works

Land and Buildings Adj to Primrose Nook, School Lane, Portreath – PA19/10638

Members studied the updated plans and after discussion concurred that although the positioning of the annex had changed their comments from the meeting 06/01/2020 were still relevant. (minute ref: 8603, a,iv) Cllr Jose proposed that members of Portreath Parish Council support this application, subject to the Environment Agency being in support of the proposal, as currently the grassed area of the proposed acts as flood plain to the village of Portreath and the request be made for an adequate SUDS system be included in the design. This was seconded by Cllr. Kendall 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 PA20/00769 had been received and would be included on the agenda for discussion at their March meeting.

(c) To consider and make comment on planning application PA19/10658, Proposed construction of two dwellings following demolition of existing barns, Land and Building South of Old Portreath Road, Bridge

The Vice Chairman explained neighbours to the proposed had requested that Portreath Parish Council look at and comment on this proposal, due to the impact it could have on the parish of Portreath. The Vice Chairman summarised the proposal and invited members of the public to address the meeting.

Neighbours of the proposed application site gave a lengthy address to members in objection of the proposed development highlighting the loss of privacy to their property, the size of the proposed, the out of character design, visual impact to the area and the flood risk to the parish of Portreath. The neighbour also highlighted other development happening on the site which has not been before planning due to most of the work be carried out under permitted development rights, and highlighted the speculation that the area was to be turned into a holiday complex.

Members discussed the proposal and looked in detail at the plans submitted within the application. Members commented on the other development on site but concurred that at this stage only the details in the application could be considered. Members noted that other consultees; the Environment Agency and Redruth Town Council had both raised objections to the proposal.

Cllr Jose proposed that Members of Portreath Parish Council Object to this proposal on the grounds that the scale and height of the proposed is overbearing and will have a negative impact on the neighbouring properties and the surrounding area. Members are concerned for the loss of privacy to the neighbouring properties and felt that the design was out of character for the area. Members

object to the increased flood risk to both Bridge and the wider community in the Parish of Portreath. Members are concerned of the cumulative impact of the development of this site.

This was seconded by Cllr. Stewart, put to the meeting and carried. Cllr. Ilett abstained from the vote.

- (d) To give consideration to any planning applications referred to the council under the 5-day notice protocol
None
- (e) To note any planning appeals
None
- (f) To receive the report of planning decisions and correspondence and authorise any actions
 - Members noted PA19/03295PREAPP, and the Clerk confirmed that contact had been made with the applicants to organise a meeting to discuss this proposal.
 - Members noted that planning application PA19/10363 and PA19/10679 had been approved, PA19/02247 had been refused by the planning committee and PA19/03260PREAPP has been closed with advice given.

4 members of the public left the meeting.

8622 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 the balance of the current account stood at £18,154.19 and the balance of the Savings Account stood at £35,149.99.
- ii) To approve the bank reconciliation for the month of January 2020
The Clerk presented the Bank reconciliation for the Month of January 2020 to the meeting. This was approved by councillors and signed by Cllr Ilett.
- iii) To receive the Payment Schedule for the period 6th January – 3rd February 2020 and authorise payment of invoices received and payments scheduled for 3rd February – 2nd March 2020
The clerk displayed the payment schedule with payments totalling £1357.16 for the period 7th January 2020 – 3rd Feb 2020 and the payments totalling £6341.00 scheduled for 4th February 2020 – 3rd March 2020. The Vice-Chairman proposed that the clerk line up payments as listed in the schedule. This was seconded by Cllr. Cllr. Ilett, put to the meeting and carried.
- iv) To note any income received
None
- v) Review 2019/20 Budget, consider any impact to the 2020/21 budget
Members studied the spreadsheet and the Clerk summarised the budget, stating that predicted spend to the end of the year totalled £12000, which would leave approximately £40000 to take forward to the next budget.
The Clerk highlighted that there is committed spend of a further £3000 for the NDP budget (£4500) which does not reflect the grants received this year. The Vice-Chairman commented that there were several grants, donations and income that had not been predicted at the start of the year.

(b) Highway matters

Members briefly discussed the failure in the surface of Sunnyvale Road with both the Clerk and Cllr. Jose commenting that highways had confirmed that they were aware of the situation.

(c) Footpaths

No report

(d) Members reports on various meetings

The Vice-Chairman summarised that mining Villages Group meeting stating that membership was £100. Cllr. Ilett and the Vice-Chairman concurred that the decision to join would be brought to the next meeting.

The Vice Chairman conformed that he had attended the CPIR meeting with the Chairman.

The Clerk gave brief information from the Police Liaison meeting attended by Mrs Butler, stating that she had advertised an activity day co-organised by D&C police day during the hall term holidays to relevant groups.

(e) Clerks Report

- The Clerk explained that whilst looking for a cheaper electricity supplier it has become clear that there are significant discounts offered when paying by direct debit. Cllr. Ilett proposed that the clerk be allowed to set up direct debit for payment of the electricity bills when changing supplier to secure the best rates. This was seconded by Cllr. Jose put to the meeting and carried.
- The Clerk reminded councillors to be careful when forwarding emails, that they do not share the original sender's personal data (email addressed, phone numbers, home addressed) without their prior consent.
- Business group: The Clerk asked for clarification that the Portreath Business group was now a stand-alone group and no longer part of the NDP. Cllr. Ilett confirmed that this was now the case. The clerk commented that the Parish Council did not need to be represented in this group as it was now a stand-alone organisation but acknowledged that there were Councillors with business interests within the council.
- The Clerk suggested Councillor may like to consider gifting the children of the parish commemorative memorabilia for the 75 anniversaries of VE day, as had been done in the past for similar anniversary's and events. The Clerk suggested the official VE Day Commemorative Coin. Cllr. Hitchen proposed that gold official commemorative coins in protective pouches, engraved with the words 'Portreath Parish Council', be purchased for the children in the parish. This was seconded by the Vice Chairman. The vice chairman asked the Clerk to make contact with the school, preschool, brownies and youth club to establish how many would be required.

8623 To formulate a response to the request from NALC on the briefing Strengthening police powers to tackle unauthorised encampments, authorise any actions and consider any associated expenditure
The Vice Chairman summarised the questionnaire and proposed that Portreath Parish Council respond to the questionnaire with the previously circulated answers, suggesting that the police be given as much power as possible to deal with unauthorised encampments.
This was seconded by Cllr. Hitchen put to the meeting and carried.

8624 To receive report and recommendations from Cllr. Stewart on the Woodland Trust 'free trees for schools and communities' project, authorise any actions and consider any associated expenditure
The Vice-Chairman summarised the scheme and highlighted some areas that had been identified within the parish for tree planting including working with the school and on some of the verges in the parish and near to the harbour. The Vice-Chairman commented that there were some restrictions to where trees could be planted and commented that the WAAF site as previously discussed was not open enough for the public to benefit from the trees and was therefore not suitable, however commented that the scheme also sold trees at a discounted rate that could be planted anywhere.

The Vice-Chairman commented that Cornwall Council were looking for land to for planting to create the forest for Cornwall and suggested that Portreath Parish Councils invite Cornwall Council use this land to plant trees, members discussed the possibility and The Vice Chairman proposed that the WAAF site be offered to Cornwall Council for the planting of Trees, as part of the Forest for Cornwall. This was seconded by Cllr. Jose put to the meeting and carried unanimously.

The Vice Chairman invited Mr Way, Resort Director, Gwel an Mor to address the meeting. Mr Way commented that through the woodland trust 'free trees for schools and communities' project Gwel an Mor had planted 600 trees and recommended looking further into the project and suitable locations.

8625 To consider the Consultation of Cornwall Council regarding the Cornwall Design Guide & Cornwall Streetscape Design Guide, authorise any actions and consider any associated expenditure
Members noted the details of the consultation.

8626 Review of the 19/20 Projects and Goals as set at the meeting 29/07/19, authorise any action and consider associated expenditure

- a) **Old Toilets** – There was no update due to Cllr. Hitchen having been on holiday.
- b) **Flood Defence** – Cllr. Kendall highlighted storm damage to the fencing around the harbour. Cllr. Jose confirmed that this had been reported to Cornwall Council and was in the process of being addressed.
- c) **NDP SG** – The Vice-Chairman referred to the report under item 8 on the agenda (minute ref: 8619)
- d) **Duke of Leeds Land** – There was no update on the Duke of Leeds Land.
- e) **General Signage** - Cllr. Hitchen agreed to make enquiries about the siting of welcome to the parish signage. Cllr. Ilett confirmed that he would address signage for the mineral tram way through the mineral trails group.
- f) **Devolution** – The Vice Chairman commented that the paperwork was still passing round Cornwall Council at present and there was no further information at present.
- g) **Major Meetings** – The Clerk suggested the arrangements for the annual parish be included for discussion at the next meeting of the council.
- h) **Mineral Trails** – Cllr Ilett reported attending a meeting with representatives from Redruth Town Council, commenting that they were keen to see the Tolgus Trail project progress as they feel it is a vital commute link to Redruth.

Cllr Ilett commented that the Coast to Coast trail was suffering due to lack of maintenance and that it was very muddy and waterlogged in the section between Portreath and Bridgemoor. Cllr. Ilett agreed to contact Gavin Henderson to discuss as members felt that it was important to keep this route accessible for children attending Portreath School commenting on foot from Bridge and Bridgemoor. Cllr. Ilett also agreed to look into the comments from parishioners about the lack of maintenance on the section that runs from Cambrose towards Porthowan adjacent to the road.

- i) **WAAF Site** – The Vice Chairman referred members to discussion under item 13 on the agenda (minute reference 8624)
- j) **IT Support** – Cllr Jose reported no problems with the it systems and that all was running smoothly.
- k) **Risk Assessment** – No update received.
- l) **New Toilets** – The Vice-Chairman reported works to repair the wall in the accessible toilet had started and that other reactive maintenance had been carried out during the process, which would be boiled together on completion of the works. The Vice-Chairman reported that the repainting works would commence in March.

The Vice- Chairman advised that quotes for the removal of the telecommunications pole had finally be received and suggested discussion regarding these quotes was included on the next agenda.

8627 To receive various items of correspondence, authorise any action and consider associated expenditure
The clerk displayed a list of correspondence circulate by email and drew the following correspondence to the attention of councillors:

- The Clerk reported that a parishioner had contacted her several times regarding the broken fence on Pier, however had left no contact details so she was unable to give progress reports to the parishioner. Cllr. Jose agreed to add a paragraph to the website explaining that for feedback parishioners would need to provide contact details.
- Members noted the 2020 Off Street Parking Order proposal from Cornwall Council.
- Members noted the Local Maintenance Partnership Offer from Cornwall Council.

8628 To give consideration to any applications received for grants/donations

Councillors considered the request for a donation from regional charity and concurred that it was the policy of the council to award donations to local charities or those who demonstrate they have supported parishioners. Following the review of the budget under item 11,a,v) (minute ref: 8622,a,v) The Vice Chairman suggested that as no donations had been give this year that a donation be made to the school. Members concurred this was an excellent idea, and discussed figures for donations. The Vice- Chairman proposed that members of Portreath Parish Council make a donation of £500 to Portreath School in

recognition of the use of their facilities for council meetings. This was seconded by Cllr. Symonds, put to the meeting and carried.

The Vice Chairman advised the remaining members of the public present that the final items would be discussed without public present due to the confidential nature of the business to be transacted. The remaining members of public left the meeting.

- 8629 To consider the tenders and award the contract for:** Collecting Litter in the Portreath Parish for the period 01/04/20 – 31/03/23, authorise any action and consider associated expenditure: *under the 1960 public bodies (admission to meetings) act the press and public are excluded due to the confidential nature of the business to be discussed*

Members discussed the tender received. The Clerk confirmed that several contractors were contacted directly with the details of the tender and the tender opportunity had been advertised on the website, parish noticeboards and via social media.

Following short discussion, The Vice- Chairman proposed that Portreath Parish Council accept the tender from E Sampson for the contract: Collecting Litter in the Portreath Parish for the period 01/04/20 – 31/03/23. This was seconded by Cllr Jose, put to the meeting and carried.

- 8630 To consider the tenders and award the contract for:** Management of the Land Surrounding the Public Toilets for the period 01/04/20 – 31/03/23, authorise any action and consider associated expenditure: *under the 1960 public bodies (admission to meetings) act the press and public are excluded due to the confidential nature of the business to be discussed.*

Members discussed the tender received. The Clerk confirmed that several contractors were contacted directly with the details of the tender and the tender opportunity had been advertised on the website, parish noticeboards and via social media. Following discussion members instructed that the clerk contact K Richards to clarify some detail of the tender. The Vice-Chairman proposed that the Clerk clarify the details and accept the tender from K Richard Landscaping for the Contract: Management of the Land Surrounding the Public Toilets for the period 01/04/20 – 31/03/23. This was seconded by Cllr. Ilett, put to the meeting and carried.

- 8631 To consider the tenders and award the contract for:** Management of the Public Toilets for the period 01/04/20 – 31/03/23 authorise any action and consider associated expenditure: *under the 1960 public bodies (admission to meetings) act the press and public are excluded due to the confidential nature of the business to be discussed*

Members discussed the tender received. The Clerk confirmed that at least 15 contractors were contacted directly with the details of the tender opportunity and the tender opportunity had been advertised on the website, parish noticeboards and via social media. Members discussed the tender received, and The Vice-Chairman proposed that Portreath Parish Council accept the tender from M Southerden – Helping Hands for the Contract: Management of the Public Toilets for the period 01/04/20 – 31/03/23. This was seconded by Cllr. Kendall, put to the meeting and carried.

- 8632 To agree the date of the next meeting, Monday 2nd March 2020, 6:30pm.**

Members agreed that date of the next meeting would be Monday 2nd March at 6:30 pm at Portreath School.

- 8633 Close of Meeting**

The Vice-Chairman thanked councillors for the attendance and participation and closed the meeting at 8:53pm.

2nd March 2020

Chairman – Cllr. Mr. Chris Matijasevic