

**Minutes for the Full MEETING of PORTREATH PARISH COUNCIL held
At the Portreath Institute, Portreath on Monday, 6th January 2020, 6:30pm.**

Present: Councillors Mr. C. Matijasevic, Mr. B. Jose, Mr. I. Stewart, Mr. S. Kendall, Mr. M. Hitchen and Mr. R. Symonds
Cornwall Councillor Joyce Duffin (from point Indicated), 3 members of the public
Lucy Jose - Clerk to the Council

8595 Chairman's Welcome and Safety Information

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

8596 To Receive Apologies

Apologies were recorded from CC Duffin and Cllr. Ilett.

8597 Declaration of Interests

The Chairman, Clerk and Cllrs. Stewart, Kendall and Jose completed the gifts and hospitality register declaring the attendance of the Emergency Services Awards dinner at Gwel an Mor in December.

8598 Public Participation Session, when members of the public may raise matters with Councillors

Public Present choose not to raise any issues with councillors.

8599 To confirm the minutes of the meeting held on Monday 2nd December 2019

Cllr. Symonds proposed that the minutes for the meeting held on 2nd December 2019 be signed as constituting an accurate record of proceedings. This was seconded by Cllr. Jose, put to the meeting and carried.

8600 To receive the report of Cornwall Councillor Joyce Duffin, authorise any actions and consider any associated expenditure

CC Duffin was not present at the start of the meeting, so her report is recorded under item 14 on the agenda minute reference 8608.

8601 To receive the report from the Neighbourhood Development Plan Steering Group, authorise any actions and consider any associated expenditure

The Chairman gave an update on the progress of the NDP stating that the youth engagement evening had been attended by 20 young residents of the Parish and that the findings of the survey carried out at the event were currently being analysed.

The Chairman asked members to look at the recently circulated correspondence from the NDP SG containing the objectives and rank the policies that have been selected from the NDP to date and requested that this be completed and returned to the NDP DG for analysis by Friday 10th January. The chairman confirmed that the same request had been made of all those who had been involved/volunteered in the project to date.

8602 To receive an update from Councillors who attended the walk of the Portreath Stream 18/12/19 looking at the proposals for the revised Environment Agency £4 million Flood Alleviation Scheme for Portreath, authorise any actions and consider any associated expenditure

The Chairman summarised the project to date explaining the reason for moving away from the attenuation reservoirs was due to unstable ground and that the focus was now on improving the Portreath Channel to carry up to 8 cumex of water in a severe flood event. The Chairman highlighted the walk led by the Environment Agency explaining that the tour started at the Portreath Tunnel looking at the scope and mechanism for directing the water away from the village, The Chairman confirmed that as it stood the tunnel would take 8 cumex of water in a severe flood event and that the channel improvements would carry a further 8 cumex, which will be achieved by enhancing the volume of water the bridges along the stream could manage and the flow of the channel, with the majority of works starting around Bains Hill and downstream to the beach. The Chairman confirmed that there could be significant disruption to residents during the project including road closures. The Chairman highlighted a number of hurdles that

would need to be addressed and stated that the complete business case would be submitted by the end of March this year. The Chairman explained there would be an opportunity for public engagement prior to this date and that works must commence by March 2021. The Chairman confirmed that the EA were confident the project can be delivered, that access had been considered and would not be problematic and that additional funding may be accessed if required.

8603 Planning

(a) To give consideration as consultees to:

- i) Extension and alterations to a mid-terrace house to create additional accommodation
6 Greenfield Terrace, Portreath – PA19/10363
Following short discussion, proposed by Cllr. Jose and seconded by Cllr. Stewart, Members of Portreath Parish Council resolved to support this application.
 - ii) Proposed change of use from A1(Retail Shop with Ancillary Café) to A3/A3/A5 (Restaurant and Café)
Bridge Industrial Estate TR16 4QL – PA19/10679
Following short discussion, proposed by Cllr. Kendall and seconded by Cllr. Jose, Members of Portreath Parish Council resolved to support this application.
 - iii) Side Extension to existing end of terrace house
13 Chapel Meadow, Porthowan – PA19/10703
Following short discussion, proposed by Cllr. Stewart and seconded by Cllr. Symonds, Members of Portreath Parish Council resolved to support this application.
 - iv) Creation of new dwelling, garage with annexe and associated works
Land and Buildings adj top Primrose Nook, Portreath – PA19/10638
The Chairman explained the planning history of the proposal and members studied the plans for the proposed. Councillors expressed concern regarding the flood risk posed by this development. Members queried the future use of the annex and studied the finished floor levels of the main dwelling and the garage. Members noted that the Environment Agency were yet to comment on the application.

Following further discussion regarding flood risk the Chairman proposed that members of Portreath Parish Council reluctantly raise no objections to the application 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. Members also request that an adequate SUDS system be included in the design. There was no second for this proposal and following more discussion Cllr. Jose counter proposed 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 proposal was seconded by Cllr. Stewart, put to the meeting and carried, The Chairman abstained from the vote.
- (b) To give consideration as consultees to any planning applications received since the preparation of this agenda
None
- (c) To give consideration to any planning applications referred to the council under the 5-day notice protocol
None
- (d) To note any planning appeals
Members noted the appeal for planning application PA19/05819 had been dismissed.

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

Members noted that planning application PA19/05806 and PA19/09038 had been approved.

The Clerk reported planning correspondence:

- Chynance Resident – requesting support for alterations to their property. Members discussed the request and concurred that an opinion could not be given on the alterations without the details a full planning application was provide.
- PA19/10658, resident request for the support of PPC regarding the application. Members noted that PPC had not been consulted on the application as is for a property just outside the parish boundary. The Clerk confirmed that following discussion with the relevant planning office members of PPC had been invited to make comment on the application. The Chairman instructed the Clerk to add this to the agenda for discussion at the next meeting and look into why PPC had not been consulted on this application initially.
- Notification of Planning application PA19/02247 being determined by the planning committee. The Chairman agreed to attend the planning committee meeting on Behalf of the Parish Council.

8604 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 on the 01/01/2020 balance of the current account stood at **£23,274.36** and the balance of the Savings Account stood at **£35,149.99**. The Charmian checked these figures against the bank statements provided by the Clerk.
- ii)** To approve the bank reconciliation for the month of December 2019
The Clerk presented the Bank reconciliation for the Month of November 2019 to the meeting. This was approved by councillors and signed by The Chairman.
- iii)** To receive the Payment Schedule for the period 2nd December-7th January 2020 and authorise payment of invoices received and payments scheduled for 7th January – 3rd February 2020
The clerk displayed the payment schedule with payments totalling £3518.40 for the period 2nd December 2019 – 6th January 2020 and the payments totalling £9490.00 scheduled for 6th January 2020 – 3rd February 2020. The Chairman proposed that the clerk line up payments as listed in the schedule. This was seconded by Cllr. Hitchen, put to the meeting and carried.
- iv)** To note any income received
Members noted income received totalling £7908.31, made up of £6500.00 Grant for the NDPSG from Groundworks UK., £250.00 Grant for the NDPSG from PIC, donation of £1122.91 from the PIC covering the total cost of the 2019 Remembrance Service and £35.40 interest received from Unity Trust Bank.

CC. Duffin Joined the meeting.

(b) Highway matters

Cllr Jose raised the issue of the collapsing road in Sunnyvale road behind the Homefield Park development. Cllr. Jose commented that the problem had significantly worsened over the Christmas break. The Chairman asked the Clerk to raise this with Cornwall council and also highlight the developments that are planner for the road in the road in the near future.

(c) Footpaths

Cllr. Stewart commented on how other council manage residents who allow their boundary hedges and planting over grow restricting access to footpaths. The Clerk agreed to use social media to address the issue with residents.

The Chairman reported off road vehicles illegally using the coast path, CC Duffin commented that it was a problem locally and that a meeting to address this was planned in February. CC Duffin commented that it was hoped some patrols would take place to tackle the issue.

(d) Members reports on various meetings

None

(e) Clerks Report

The Clerk reported: She was currently catching up from Christmas Break, prioritising urgent correspondence. A date for the January meet the clerk not yet decided, and the Clerk asked for councillors availability to book this

The Clerk requested that a volunteer take on the Rural Energy Solar funding application. Cllr. Symonds agreed to do this.

8605 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
Members agreed to defer responding to this request until the meeting. Cllr Stewart agreed to look at the questionnaire and suggest a response from this council.

8606 To consider the Woodland Trust 'free trees for schools and communities' project, authorise any action and consider associated expenditure
Cllr. Stewart summarised the project to members. Members discussed potential locations for this and following discussion Cllrs. Jose & Stewart agreed to look into the possibility of the WAAF site being plated as a community orchard.

8607 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

- **Full Council discussion of recommendations for the future use of the of the building**, agree any actions and consider any associated expenditure

Members discussed potential uses for the former toilets and concurred that following the public consultation held in 2018 there was a clear public need for a multi-use community facility with the focus being to provide office and storage space for the parish council, and using the remaining space for a heritage and information hub and multi-use space available for hire to the community.

Members raised some concern regarding the lack of parking available directly adjacent to the building, however members pointed out that there was a pay carpark in very close proximity and large amounts of near by street parking.

Members discussed if demolishing the building and rebuilding a purpose-built structure would be a more cost-effective option but felt reusing the building with internal alterations would be a cheaper option. Members considered selling the building but were reminded that there were clauses in the transfer documents that ensured the building be used by the community.

Following further discussion members asked Cllr Hitchen to gather quotes for clearing the building, and that embers would reevaluate the project once the work had been completed.

b) Flood Defence – Cllr Kendall reported that he had attended the EA walk of the Portreath Stream and that he had noticed a failure in the Sea wall which he had reported to Cornwall Council via the Clerk.

c) NDP SG – The Chairman referred members to the earlier Report under item 7 on the agenda. (Minute reference 8601)

d) Duke of Leeds Land – Cllr. Jose stated that the risk assessment was ongoing and informed members that having visited site he had noticed how large the pool at the quarry had been and suggested the area needed fencing to stop access. Members asked Cllr. Jose to gather some quotes for this work.

e) General Signage – Cllr. Hitched agreed to look into potential locations and costings for signage to welcome visitors to the parish.

f) Devolution – The Chairman informed members that progress with the devolution of the lighthouse Hill Car Park was being held up by Cornwall Council.

g) Major Meetings – As there had been no meetings had been attended there was no further update.

h) Mineral Trails – Cllr. Ilett was not present and there was no report received.

i) WAAF Site – Cllr. Jose referred to the discussion had under item 12 on the agenda (minute Ref 8606) Cllr Duffin suggested that should the woodland trust application not work out tress could be sourced under the Forest for Cornwall scheme.

- j) **IT Support** – Cllr. Jose reported that all was going well and agreed to set up a Parish Council email address for Cllr. Hitchen.
- k) **Risk Assessments** – The Chairman asked the Clerk to bring the list of Risk assessment priorities to the next meeting.
- l) **New Toilets** – Cllr Stewart reported little change regarding the location of the telecommunications Pole, that works to repair the wall in the accessible toilet was due to comment the following week and proposed that the Clerk be given authorisation to secure a better contract for the supply of electricity to the toilets with preference given to a green energy tariff. This was seconded by The Chairman put to the meeting and carried.

8608 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:

- Resident, Litter Picker highlighting problem areas in Portreath. Members asked the Clerk to thank the resident for their work and discussed the areas in question. The Clerk asked members for suggestions for locations of replacement bins for this which had been removed in Penberthy Road.

CC. Duffin gave a short report informing members that planning application PA19/02247 would be decided by the planning.

Cllr. Stewart requested that CC. Duffin follow up the cutting of the verges to allow use of the full width of the road on Glenfeadon Terrace that had been discussed at the October Meeting.

8609 To give consideration to any applications received for grants/donations

None

8610 To agree the date of the next meeting, Monday 3rd February 2020, 6:30pm.

Members agreed that date of the next meeting would be Monday 3rd February at 6:30 pm at Portreath School. The Chairman and Cllr. Hitchen gave apologies for the next meeting. The Chairman proposed that Cllr. Stewart (Vice Chair) take on the duties of the chair for the period of his absence 31/01/2020 – 13/02/2020. This was seconded by Cllr. Jose put to the meeting and carried.

8611 Close of Meeting

The Chairman thanked councillors for the attendance and participation and closed the meeting at 9pm.

3rd February 2020

Vice Chairman – Cllr. Mr. Ian Stewart