

**Minutes for the Full MEETING of PORTREATH PARISH COUNCIL held
At Portreath CP School, Portreath on Monday, 2nd March 2020, 6:30pm.**

Present: Councillors Chairman Mr. C. Matijasevic, Mr. I. Stewart, Mr. M. Hitchen, Mr. B. Jose, Mr. D. Ilett and Mr. R. Symonds
Cornwall Councillor Joyce Duffin
6 members of the public
Lucy Jose - Clerk to the Council

8634 Chairman's Welcome and Safety Information

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

8635 To Receive Apologies

Apologies were recorded from Cllr. Kendall.

8636 Declaration of interests

None

8637 Public Participation Session, when members of the public may raise matters with Councillors
The Chairman introduced Mr Ernie Sampson to the meeting confirming that he had been awarded the contract for litter picking in the parish, 1st April 2020 – 31st March 2023. Mr Sampson greeted members and stated he was pleased to be able to continue with this contract. Witnessed by Councillors and the Clerk the Chairman and Mr Sampson signed the contract.

Mr Sampson left the meeting.

Resort Director from Gwel an Mor, Matt Way addressed the meeting stating that the spa had moved to using a new brand of products and the services offered increased, Mr Way commented that this had created one new part time job.

Mr Way stated that the application for the blue flag award had changed direction since the relaxing of the restrictions for dogs on beaches and that the Seaside Award would now be applied for, which would still be a useful promotional tool for local businesses. Mr Way commented that he would continue to lobby blue flag to change its policy on dogs being allowed on beaches whilst the flag is flying. Cllr. Duffin commented that should there be changes in the restrictions a blue flag could be looked into at a later date.

Mr Way commented that Gwel an Mor was still awaiting the erection of brown tourist signs for the resort and looking into an application to have brown signage from the A30.

Mr Way commented that a planning application would shortly be submitted for further development of the site and welcomed councillors to visit and hear about the plans prior to submission.

Mr Way confirmed that Gwel an Mor had recently won the award for the best coastal wedding venue in the south west and would be proceeding with applications for the Cornwall Tourism awards this year.

8638 To confirm the minutes of the meeting held on Monday 3rd February 2020

The Chairman thanked Cllr. Stewart for standing in and chairing the February meeting.
Cllr. Stewart proposed that the minutes for the meeting held on 3rd February 2020 be signed as constituting an accurate record of proceedings. This was seconded by Cllr. Ilett, put to the meeting and carried.

8639 To receive the report of Cornwall Councillor Joyce Duffin, authorise any actions and consider any associated expenditure

CC Duffin confirmed that she was awaiting further information and the Parish Council's questions about advertising signage and adoptions of private roads. CC Duffin confirmed that the decision of the planning Inspectorate was yet to be published for planning application PA18/11111. CC Duffin confirmed that

there was £50,000.00 of S106 from the Tregea Parc development, allocated for education that remained un-spent. CC Duffin agreed to look into how the money could be used, by who and how it could be accessed.

CC Duffin explained that the scrutiny committee for economic growth and development would be considering the Climate Change DPD at their next meeting. DCC Duffin commented that the plan would be leading the way ahead of central government.

CC Duffin commented that the Future Cornwall 50/50 strategy that will run on from the local plan in 2030 was starting conversations and looking for public views on a number of areas.

CC Duffin informed members that Head of Housing Louise Wood had passed the information that a white paper was being looked at that could see a radical change to planning policy, however was in very early stages but could see Councillors have more input in policies but less involvement with individual applications.

8640 To receive the report from the Neighbourhood Development Plan Steering Group, authorise any actions and consider any associated expenditure

In the absence of the NDP SG Chair the Parish Council Chairman gave a brief update on the progress of the NDP. The Chairman stated that a draft plan had now been written, whilst still in its early stages should be ready by early April. The chairman informed members that as part of the consultation a meeting with the parish council needed to be scheduled to look at the plan in detail. The Chairman agreed that once the plan was complete it would be circulated amongst councillors and a suitable date decided on for the consultation meeting.

8641 To receive an update on the revised Environment Agency £4 million Flood Alleviation Scheme for Portreath, authorise any actions and consider any associated expenditure

The Chairman summarised the meeting held on the 28th February stating that the meeting had been very successful and had been attended by MP George Eustice and a number of senior regional managers for the EA and Cornwall Council.

The Chairman recapped the reasoning for moving away from alleviation reservoirs up stream but explained the project would now also focus on including natural flood attenuation measures in the catchment area achievable by engaging with land owners in the upper catchment. The chairman informed members that the EA had committed to become more involved at the planning stages with developments in the catchment not just flood risk areas.

The Chairman addressed the ongoing persistent flooding issues in Bridge and confirmed that the Cornwall Council representative present at the meeting had indicated works shortly due to commence including reprofiling of the road and repairs to a collapsed culvert as well as engagement with land owners regarding natural attenuation.

The Chairman informed the meeting that the tunnel was in good condition and that maintenance of these would continue by the EA.

The Chairman informed the meeting that the stream would require widening and deepening, to be achieved with a variety of measures at different sections of the stream, however in order for this to be maintainable the stream would need a constant running flow which currently does not happen as the main stream is diverted at the tunnel. The Chairman expressed concern that if a constant running flow was maintained instances of CSO (Combined Sewer Overflow) would affect Portreath, as currently any instances of CSO are directed away from Portreath via the tunnel. The Chairman explained that the EA would work with Southwest Water to manage this risk.

The Chairman confirmed that the submission of the business case for the project was on schedule and that the EA will work with the Parish Council prior to submission and should see another meeting before the end of the month to look at the final draft of the submission.

The Chairman confirmed that there would be a public information session once the plan had been submitted. The Chairman asked the clerk to make the details of the meeting available on the website and social media pages.

The Chairman informed the meeting that the EA would be working with local landowners and community groups to encourage planting and that the EA would work to provide information of how individuals could help including the suggestion of rainforest gardens.

CC Duffin commented that Cornwall Council had confirmed that that drainage has been surveyed and maintenance scheduled and that previously unmapped culverts including the Nancekuke Culvert had now been included in maintenance schedules.

Geoff Penhaligon (Office of George Eustice) addressed the meeting stating that allowing of CSO directly in to the stream should not be allowed to happen and requested to be involved at each step of the project.

8642 **Planning**

(a) To give consideration as consultees to:

- i) Removing existing sliding patio door on front of property, and replacing with window (height to match other ground floor windows). Area below window will be rendered to match existing.

3 Tregea Close, Portreath – PA20-00769

Proposed by Cllr. Jose, seconded by Cllr. Ilett it was resolved that Members of Portreath Parish Council would support this application.

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

Members noted planning application PA20/01290 had been received and would be included on the agenda for discussion at their April meeting.

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

Members noted planning the recommendation of the planning officer to approve application PA19/02215, with-out the suggestions of this council to make the proposed better fit in with the street scene.

(d) To note any planning appeals

Members noted CC Duffin's comments from earlier in the meeting regarding PA18/11111.

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

- i) General update

Members noted that planning application PA19/11110 had been approved.

- ii) To note that Portreath Parish Council has officially been consulted on the planning application PA19/10658

Members noted that Portreath Parish Council had been notified of planning application PA19/10658 as consultees, but as comment had already been made at the previous meeting no further action was required at this stage.

- iii) To note the request for assistance regarding the application PA19/02803

Cllr. Stewart explained the request of the applicant to assist with a right of access issue. The Clerk confirmed that the applicant was advise to seek legal advice in the matter.

- iv) To note the proposed development at Gwel an Mor, prior to application being validated by Cornwall Council planning department.

The Clerk explained that the applicant has invited members to attend a site meeting to discuss the application prior to submission. The Chairman asked the Clerk to arrange a site meeting.

8643 **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 £16,762.83 and the balance of the Savings Account stood at £35149.99.

- ii) To approve the bank reconciliation for the month of February 2020
The Clerk presented the Bank reconciliation for the Month of February 2020 to the meeting. This was amended and approved by councillors and signed by the Chairman.
- iii) To receive the Payment Schedule for the period 3rd February– 2nd March 2020 and authorise payment of invoices received and payments scheduled for 2nd March 2020 – 6th April 2020
The clerk displayed the payment schedule with payments totalling £2345.13 for the period– 3rd Feb – 2nd March 2020 and the payments totalling £6341.00 scheduled for 3rd March – 6th April 2020. Cllr. Ilett proposed that the clerk line up payments as listed in the schedule. This was seconded by Cllr. Symonds, put to the meeting and carried.
- iv) To note any income received
The Clerk reported income of £1000 made up of £500 grant from CC Duffin’s Councillors Community Chest and a donation of £500 from Portreath Improvements Committee both for the NDP SG.
- v) To discuss and implement changes to improve the processes with regard to making online payments when requested by the Clerk
The Clerk displayed a step by step instruction guide for approving payments via the online banking system. Cllr. Jose agreed to circulate the document.
The Chairman commented that it was unacceptable that the Clerks wages were being held up as no one was stepping forward to approve payments and proposed that the Clerk set up a standing order for the payment of wages from April 2020. This was seconded by Cllr Hitchen, put to the meeting and carried.

(b) Highway matters

Members asked CC Duffin to follow up on a number of outstanding highways issues including the failing road surface on Sunnyvale road and the lack of road marking at the junction, with Tregae Hill, Green Lane and Cot Road.

Cllr. Stewart commented that the Report It tool on the Cornwall Council website was working and that a number of pot holes he had reported had been fixed in a timely fashion.

(c) Footpaths

In relation to dog fouling Councillors asked the Clerk to repeat the ‘report it’ details on the website and via social media.

(d) Members reports on various meetings - None

(e) Clerks Report

The Clerk confirmed that the toilets electricity supply had been swapped to a cheaper green tariff. The new tariff would start on the 12th March. The Clerk reported that changing the supplier for the street lighting was more difficult and time consuming and this would also be done in due course.

The Clerk informed members that the next ‘Meet the Clerk’ session would be held on the 25th March, 10:30 am at the Tideline.

The Clerk requested that she be allowed to join the SLCC at a cost of approximately £180. The Chairman proposed that the Clerk join the SLCC. This was seconded by Cllr. Ilett put to the meeting and carried.

The Clerk confirmed that she would be attending a Clerks meeting at Kresen Kernow and commented on how helpful these meetings were.

The Clerk gave a comprehensive update on the application for deregistering Nance and part of Illogan woods as common land. The Clerk informed members

- Copies of all representations will go to the applicant for comment. Some details will be redacted however names and addresses will be included. There will be a 3-4 week window for this.
- During this time the council will consider the representations and see if there is a legal need for the to be referred to the planning inspectorate for a decision.

- Once it is established who the decision-making body will be there will be a public inquiry.
- Following the inquiry the reports will be written and a decision will be made if the application meets the legislative requirement to be de registered as common land.
- The decision will be final, and only be overturned by a judicial review with the relevant evidence.
- If the decision is taken by the Planning Inspectorate it is likely that the inquiry would be held in 6 to 9 months-time and the final decision following after approximately 3 months. Should CC be the decision-making body the process would likely be quicker.

8644 To consider declaring a climate change emergency and a climate change action plan, agree any actions and consider any associated expenditure

The Chairman invited Brigid Clark to address the group.

Mrs Clark informed members of the need to declare a climate change emergency and explained that residents of the parish had been seeking the council to do this. Mrs Clark commented that there were a large number of parish residents with skills that could be tapped into to help the Parish with this project. Mrs Clerk commented that she was keen to head up a climate action network and had already made links with #Love Portreath.

Cllr Stewart explained information that has been previously circulated by the Clerk from other councils would be a good base for creating a climate change action plan.

Councillors concurred that this council would need to issue a statement declaring a Climate Change Emergency and discussed organisations that could be involved in the group.

Cllr Stewart comment on measures the council could take immediately and gave examples of things that were already in place and those very easily achieved.

The Chairman proposed that Portreath Parish Council declare a Climate Change Emergency This was seconded by Cllr. Stewart, put to the meeting and carried.

The Chairman proposed that a Climate change action group, headed by Mrs Clark be formed. This was seconded by Cllr. Ilett.

Cllr. Symonds agreed to represent the Parish Council on the Climate Change Action Group.

Mrs Clark indicated that an initial action plan should be available for the May meeting of the council and an in-depth plan would likely take 6 months to complete.

8645 To consider the stage 3 recommendations in the Cornwall Community Governance Review public consultation, formulate a response, authorise any actions and consider any associated expenditure

Following discussion and choosing only to comment on the proposals for the parish of Portreath The Chairman proposed the Clerk respond to the consultation with the following feedback:

Members of Portreath Parish Council fully support the proposals for the changes to the parish boundaries and increase to the number of councillors to nine as laid out in the Community Governance Review recommendations.

This was seconded By Cllr. Stewart, put to the meeting and carried.

8646 To confirm the date and arrangements for the Annual Parish Meeting, authorise any actions and consider any associated expenditure

Councillors agreed on the date of the annual Parish Meeting will be 20th April 2020 and that the meeting would be held at St Mary's Church Hall and follow the same format as last year. The Clerk was asked to circulate invites and ask the Surf Club if they could assist with refreshments.

8647 To receive update and recommendations from Cllr. Stewart on the Woodland Trust 'free trees for schools and communities' project, authorise any actions and consider any associated expenditure

Councillors discussed at length the possibility of planting trees provided by the woodland trust. Members discussed options of planting trees from other sources and the cost of planting trees. Cllr. Stewart explained the work he had been doing to select suitable location for tree planting. Cllr Stewart informed members of the group that whilst Cornwall Council were keen to utilise the WAAF site for planting a team for the Forest for Cornwall has not been employed to date and this would likely mean a significant delay in them using this land.

Members agreed to put the project on hold until it could properly be budgeted for.

8648 To consider booking World Heritage Site Training for councillors, agree a date, confirm costings and venue for the training, authorise any actions and consider any associated expenditure

The Chairman explained the training, including a potential date and the cost of the training. The Chairman encouraged Councillors to make themselves available for the training session.

The Chairman proposed the training be booked for the 27th May at 630pm at a cost of no more than £250. This was seconded by Cllr. Hitchen.

The Chairman asked the Clerk to book a suitable venue for this training.

8649 Review of the 19/20 Projects and Goals as set at the meeting 29/07/19, reconsider any duplications and allocation of work to councillors, authorise any action and consider associated expenditure

Acknowledging the time and amount of business remaining to transact the Chairman asked for brief updates from members on the 2019/20 projects

- a) Former Toilet Building – Cllr Hitchen confirmed he now has access to the building and would move forward with obtaining quotes as discussed at the January meeting of this council.
- b) Flood Defence – As Cllr Kendal was not present at the meeting discussion of this was deferred to the next meeting.
- c) NDP SG -The Chairman referred to the report in item 7 on the agenda (minute ref: 8640)
- d) Duke of Leeds Land – Cllr Jose commented that the discovery that the Duke of Leeds Land was common land meant that some additional research needed to be done in order to complete the risk assessment, however Cllr. Jose commented that works to fence potential risk areas were likely not to be needed.
- e) General Signage – Following short discussion Cllr Hitchen agreed to gather quotes for signage design and production.
- f) Devolution – The Chairman confirmed that £7500 had been secured towards works on the Lighthouse Hill carpark should this council wish to devolve it from Cornwall Council. Cllr. Stewart reminded members that at present there no resolution had been made to devolve this land, The Chairman commented that the project was not yet at the stage where a decision to proceed was required.
CC Duffin left the meeting.
- g) Major Meetings – The Clerk referred to earlier discussion under item 13 on the agenda (minute ref: 8646)
- h) Mineral Trails – Cllr. Ilett reported that the next Mineral Trails meeting was due this week and that Gavin Henderson would be at the meeting.

Cllr Stewart proposed that Portreath Parish Council re-join the Mining Villages Regeneration Group (MGVR) at a cost of £100 per year. This was seconded by Cllr. Ilett put to the meeting and carried.

- i) WAAF Site – The Chairman referred back to discussion under item 14 on the agenda (minute ref: 8647)
- j) Risk Assessment – Cllr. Stewart commented that a meeting with Helping Hands would be set up to discuss the toilets risk assessment.
- k) It Support
 - General: Cllr. Jose reported that all councils had now been set up with Council Gmail accounts.
 - Website Accessibility Statement: Cllr Jose proposed that Vision ITC be instructed to write an Accessibility Statement for the Parish Council website and have it placed in the footer of the website in line with regulations coming into effect on the 23rd September 2020 at a cost of £45 + VAT. This was seconded by Cllr. Hitchen, put to the meeting and carried.

l) Public Toilets

- General Update: Cllr. Stewart reported the list of reactive maintenance jobs had continued to escalate and that the contractors had been asked to maintain the doors until replacements fit for purpose could be budgeted for. Cllr. Stewart reported that the routine painting agreed in December would commence this week.
- Consider the quotes and options for the removal of the telecommunications pole from Openreach, authorise any actions, consider any associated expenditure
The quotes from Openreach were displayed to the meeting. Cllr Stewart proposed that the council do not accept the quotes and that the pole should remain in-situ. This was seconded by The Chairman.

Lengthy discussion followed considering the proposal including the public perception of keeping the pole in its current location and if or how Openreach would maintain the pole in its current location. Due to the limited time remaining for the meeting and the further debate required to form a decision on the relocation of the pole Cllr. Jose counter proposed that debate regarding the relocation of the pole be deferred and be added to the agenda for discussion in full at the next meeting of Portreath Parish Council. This was seconded by Cllr. Symonds put to the meeting and carried.

8650 To receive various items of correspondence, authorise any action and consider associated expenditure
Members noted the correspondence circulated by email.

- Community Enforcement Program – Cornwall Council: Due to time constraints members deferred discussion to the next meeting.

8651 To give consideration to any applications received for grants/donations

Members noted request for donations from 77 Squadron Air Cadets and the Wave Project commenting that both organisations supported members of the parish. Following short discussion, The Chairman proposed that members donate 77 Squadron Air Cadets £200.00. This was seconded by Cllr Jose put to the meeting and carried. Cllr Jose proposed that members donate £100.00 to the Wave Project. This was seconded by the Chairman, put to the meeting and carried.

8652 To agree the date of the next meeting,

Members agreed that date of the next meeting would be Monday 6th April 2020, 6:30pm. Members noted that this meeting would be held in the Meeting room at the Millennium Hall.

8653 Close of Meeting

The Chairman thanked councillors for the attendance and participation and closed the meeting at 9:07pm

Chairman –