

Notes from the telephone meeting held Under delegated authority of The Chairman, Vice Chairman and Clerk of PORTREATH PARISH COUNCIL held on Monday 6th April 2020 at 12 noon.

Present on the telephone Cllr. Chris Matijasevic (Chairman) Cllr. Ian Stewart (Vice Chairman) Lucy Jose, Clerk to the Council.

1. Chairman's Welcome and Safety Information

The Chairman commented on this new practice of meeting during the covid-19 pandemic and welcomed the Clerk and Vice Chairman to the telecommunication.

2. To Receive Apologies

None

3. Declaration of Interests

It was noted that Cllr. Jose & Ilett have declared an interest in planning application PA20/01209 and Cllr. Hitchen declared an interest in planning application PA20/01290.

4. Review the document adopted on the 23rd March COVID-19: Portreath Parish Council Plan

The meeting reviewed the plan commenting that it had now been triggered and that since the last telecommunication. The meeting agreed that a telecommunication should be scheduled twice a month. The meeting agreed that the emergency plan be reviewed on the first Monday in May unless there is a need for it to be updated in the meantime.

5. COVID 19 Update

a) General update

The subject of holiday accommodation being used during the Easter holidays was addressed and the Clerk ensured that details of how to report holiday businesses still operating be communicated to the community.

The meeting commented that an excellent job was being done by the support network in the Parish. The Clerk informed the meeting that a poster was due to go out in the Parish in the coming days including details of all the groups offering support.

b) Toilet Closure and ceasing of normal council business

The meeting concurred that closing the toilets and asking contractors to cease work until further notice was the right move at the right time. The Vice Chairman explained measures that were being taken in the toilets as advised by Wallgate (suppliers of sanitary wear) to ensure no build-up of bacteria in the pipework. The Chairman requested that Helping Hands be contacted and reminded that appropriate PPE should still be worn for these checks.

c) Provisions for meetings during the pandemic

The meeting noted the new government guidelines allowing the holding of virtual meetings, however following discussion the meeting agreed that on the advice of CALC no virtual meetings would be held until CALC advised otherwise and any council business to be transacted would be done so under the delegated authority agreed at the meeting on the 23rd March 2020. The meeting noted that the need for an annual meeting had now also been removed.

d) Voting of Chairman & Vice Chairman for the year 20/21

The meeting noted that the government guidelines have advised that until a full meeting can be called the Chairman and vice chairman would remain in their current roles.

6. Planning

a) Consider as consultees comments for:

The meeting noted that comments from Councillors Ilett, Jose and Hitchen had been received and considered prior to the consultee comments being drafted. The meeting noted that all consultee comments would be submitted to Cornwall Council planning with the statement: *'Due to the restrictions placed on the council as a result of the pandemic Coronavirus, this response represents the opinion of members of Portreath Parish Council identified through a consultation process and will be ratified at the next appropriate meeting of the council.'*

- i) **PA20/01290, Garry Glass, Penberthy Road, Portreath, TR16 4LN** Proposal to sub divide the property into a ground floor holiday let, whilst still retaining a 3 bedroom residential property upstairs.
It was noted that Cllr Ilett and Jose declared an interest in this planning application. Following discussion, the meeting agreed to raise no objections to the proposal providing that the Environment Agency are satisfied the flood risk is mitigated and the additional FRA submitted meets their approval, and that the proposed use of loft rooms as bedrooms meets current building regulations.
- ii) **PA20/01386, Cambridge Barn, New Portreath Road, Redruth, TR16 4QL**
Erection of a 2 storey extension to dwelling
It was noted that Cllr. Hitchen declared an interest in this planning application. Following discussion, the meeting agreed to raise no objections to the proposal.
- iii) **PA20/01792, Fairfield House, Bridge, Redruth TR16 4QG**
Works to trees subject to a TPO
Following discussion, the meeting agreed to raise no objections to the proposal.
- iv) **PA20/02049, Leabank, Feadon Lane, Portreath TR16 4PF**
Demolition of rear conservatory to be replaced with a single storey extension to provide dining area. Front infill extension. Front Single storey extension to provide porch. Front pitched dormer windows. Associated works
Following discussion, the meeting agreed to raise no objections to the proposal.
- v) **PA20/02259, Glen Cottage, Bridge, Redruth, TR16 4QG**
Proposed Extension & Alterations to Existing Dwelling
Following discussion, the meeting agreed to raise no objections to the proposal on the condition that the Environment Agency are satisfied that the flood risk has been mitigated.
- 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
The meeting noted that the appeal for planning application PA18/11111 had been dismissed.
- e) To note planning decisions and correspondence
The meeting noted that planning applications PA19/10851, PA19/10703, PA20/00769 had been approved, PA20/00298 has been withdrawn and advice given on PA20/00372/PREAPP

7. Minutes of the meeting held 02/03/2020

The meeting noted that draft minutes of the meetings held on the 2nd and 23rd March would be published in draft and approved at the first full meeting of the council once the pandemic was over. The Clerk also agreed to publish the minutes from the telecommunications which would also be approved at the first full meeting of the council. The Clerk agreed to amend the wording on the website to reflect the telecommunications happening monthly under the scheme of delegated authority.

8. Finance Update

The Chairman informed the meeting that the end of year accounts seemed healthy. The Clerk confirmed that the first instalment of the precept had been received and that the total over both accounts stood at £70964.94. The Clerk highlighted that there was a committed spend of £13,000 in April, including the cost of the movement of the Openreach pole. The Chairman asked the Clerk to ensure that wages would be paid by standing order from April 2020.

9. Re siting of tele communications pole

The meeting noted that the process for the pole being re-sited had now been initiated. The Vice chairman suggested that the works could be completed quickly as during the coronavirus pandemic Openreach would be prioritising jobs where there would be no need for human contact. The Vice Chairman also commented that there would be some monies to come back from the initial survey, amount to be confirmed once the job was officially closed by Openreach. The Vice chairman suggested that once works had been completed a discussion with Openreach be started over the price as the pole is defunct and needs to be replaced. The Vice Chairman suggested that the contact at Openreach had advised this action.

10. Environment Agency £4 million flood alleviation project for Portreath.

The Clerk confirmed that the EA would keep the council updated with the project, and that although on go slow at the moment the EA have confirmed members should not be not be concerned about the 31st March deadline having been missed. The Chairman commented that we should be asking for updates on a monthly basis.

11. NDP and Climate Action Network Update

- **NDP** The Chairman reported that the working groups are working via email and virtual meetings. The website is nearly ready to go live, which is an essential part of the process as this is where the information required for the SEA\HRA will be referenced. (In relation to environment and habitat issues). Once the screening document has been responded to the NDP can be finalised ready for submission to the Parish Council for their comments. The stage that will follow this will be the resubmission consultation, which will likely take the form of hard copy and online communication with parishioners. The Chairman confirmed that the schedule for submission of the full document was still on track for the summer. The Vice Chairman commented that the consultation with the Parish Council should be at a physical meeting, or at the very least a virtual meeting with all councillors if possible.
- **Climate Action Network (CAN)** The Chairman confirmed that the CAN were working via email and virtual meetings and were working with the CPIR network group on responding to the request from Cornwall Council for comments on the Climate Emergency.

12. 106 Money Update

The Chairman confirmed that there was indeed a sum of money available for schools remaining from the 106 contribution from the Tregear Parc development. The meeting asked the Clerk to confirm details of how the school can access this money and what it can be used for and to contact the school with these details.

13. Any other matters deemed urgent by the Chairman, authorise any actions and consider any associated expenditure

A schedule of telecommunications was confirmed, with the next informal on being held at midday on the 20th April and the next in-place of the May full council meeting on the 4th May at midday.

14. Close of Meeting

The Chairman thanked the Clerk and vice Chairman and closed the meeting at 1:13pm.