

Minutes of the full MEETING of PORTREATH PARISH COUNCIL held on the Zoom Virtual Meeting Platform on Monday 1st June 2020, 8pm



Present: Councillors Chairman Mr. C. Matijasevic, Mr. I. Stewart, Mr. B. Jose, Mr. D. Ilett, Mr. R. Symonds & Mr. M. Hitchen (from point indicated)
Cornwall Councillor Joyce Duffin, Lucy Jose - Clerk to the Council
7 members of the public

This meeting was held virtually in accordance with *The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020*.

8659 Chairman's Welcome

The Chairman opened the meeting commenting on the new style of working with the virtual meetings. The Chairman reminded participants that their names were visible on the screen and that the meeting would be recorded for the purpose of minute writing.

The Chairman commented on how proud he felt to be part of the community at this time and recognised the work of the volunteers within the parish including those supporting the vulnerable, the Coastguard, Portreath Surf Lifesaving Club and the Emergency Services.

8660 To Receive Apologies

Members noted apologies from Cllrs. Kendall and Hitchen.

8661 Declaration of interests

None

8662 Public Participation

The Chairman invited Geoff Penhaligon from the Office of George Eustice to address the meeting.

On behalf of George Eustice, Mr Penhaligon congratulated the Parish on coming together to support each other during the pandemic. Mr Penhaligon offered his and George Eustice's support where needed and reminded members that he is contactable via telephone if needed.

Matt Way, resort Director, Gwel an Mor addressed the meeting confirming that the resort had been closed since instructed to by the government, and that the only people staying on site now were either staff or NHS key workers. Mr Way said that as the key workers are now returning home the resort was now working towards reopening after the 4th July, however commented that he was mindful that this date may change. Mr Way informed the meeting that the resort would reopen with a limited range of facilities and that the resort would be following government guidelines for best practice.

Mr Way reported some very negative feedback from a minority of locals at the start of the lockdown including death threats and posters being stuck to the doors of lodges being used by keyworkers. Mr Way stated that this was upsetting for all involved and that the police had been involved. Mr Way asked for the support of the community and the council when reopening and commented that he hoped that tourists would be welcomed back to Portreath when the government says it is safe for them to return. CC Duffin agreed to discuss with Cornwall Council some positive PR for the return of tourism to the county.

The Chairman, thanked Mr Way for the support of the NHS workers especially those from the parish and recognised that this is a difficult time for businesses. The Chairman confirmed that Portreath Parish Council would do what they can to support businesses.

8663 To confirm the minutes of meetings held on Monday 2nd and Monday 23rd March 2020

Cllr. Stewart proposed that the minutes for the meeting held on 2nd March 2020 be signed as constituting an accurate record of proceedings. This was seconded by Cllr. Ilett, put to the meeting and carried.

Cllr. Ilett proposed that the minutes for the meeting held on 23rd March 2020 be signed as constituting an accurate record of proceedings. This was seconded by Cllr. Stewart, put to the meeting and carried.

8664 To confirm that the notes from the telecommunications held under the scheme delegated authority held on 6th April and 4th May 2020

The Chairman and Cllr. Stewart confirmed that the notes were an accurate record of the telecommunications held on the 6th April 2020 and the 4th May 2020.

8665 Review the document adopted on the 23rd March; amended on the 4th May - COVID-19: Portreath Parish Council Plan

The Chairman summarised the supporting information that has been cascaded from Cornwall Council and CALC and referred to The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020 which now allow councils to meet virtually.

The Chairman confirmed that its contractors had been asked to review their risk assessments with view of reinstating some services. The Clerk confirmed that the grounds maintenance of the area surrounding areas would resume and that the contractor managing the toilets had started to make preparations for reopening.

8666 Review of decisions made under the scheme of emergency delegation and consider impact of the COVID19 pandemic on council business, authorise any actions and consider any associated expenditure

The Clerk summarised the decisions made under the scheme of emergency delegation including the decision to close the public toilets, upgrade the website, instruct the relocation of the telecommunication pole from adjacent to the toilets, postponing of expenditure on the renovation of the former toilet block, adopt supplementary standing orders to allow the holding of virtual meetings, subscribe to Zoom virtual meeting platform, ask contractors to review their risk assessments with the view of returning to work.

8667 To receive the report of Cornwall Councillor Joyce Duffin, authorise any actions and consider any associated expenditure

CC Duffin reported that there had been significant changes within Cornwall Council in response to the Pandemic and that Cornwall Council had been praised for the speed of their support of local businesses. CC Duffin explained that CC were in discussion with the RNLI in relation to resuming lifeguard service. CC Duffin stated that CC were meeting virtually but it is a learning curve for them like with smaller councils. CC Duffin explained that in response to the pandemic CC were looking at ways of helping with funding for the reopening of businesses in town centres and general guidance and support.

CC Duffin touched on the issues raised by Mr Way in regards to positively promoting of tourism to the county and stated that lots of positive PR would be required.

CC Duffin spoke briefly on the measures other parishes were taking with regards to toilet and car parking provision.

Cllr. Stewart asked what funding there is available to local councils as it seems most grants cannot be applied for by town and parish councils. Cllr. Stewart went on to explain that parking of cars on the double yellow lines outside the toilets would affect the ability to open the toilets with adequate provision for social distancing and asked for support from CC Duffin in bringing enforcement officers to the parish on a regular basis. CC Duffin acknowledged that the policy of the council to only offer advice and not fine motorists parking dangerously at this time was detrimental to seaside parishes.

Cllr Hitchen joined the meeting at 8:35pm

8668 Planning

(a) To give consideration as consultees to:

i) Use of holiday let as an unrestricted dwelling

Main Beach, North Coast Holiday Cottages, New Portreath Road – PA20/03662

Cllr Hitchen declared in interest in planning application PA20/03662 and left the meeting.

Members Following short discussion, noting the precedent set by other similar establishments, Cllr. Jose proposed that members of Portreath Parish Council raise no objections to the proposal. This was seconded by Cllr. Symonds put to the meeting and carried.

Cllr Hitchen re-joined the meeting.

- ii) Proposal Change of permitted use from a Shop (A1) to a Cafe (A3) (Regularisation) No development or works to existing property is proposed.

The Hub (formerly The Shore Shop) Sea Front Portreath - PA20/02895

Following brief discussion, proposed by Cllr, Stewart and seconded by Cllr. Ilett members of Portreath Parish Council resolved to support this application.

- (b) To give consideration as consultees to any planning applications received since the preparation of this agenda
- (c) Members noted that planning applications PA20/03438 and PA20/03915 had been received since the preparation of the agenda and would be included for comment as consultees at the next full meeting of the council.
- (d) To give consideration to any planning applications referred to the council under the 5-day notice protocol

The meeting noted the response to the 5-day notice for planning application PA20/02254 to agree with the recommendations of the planning officer to refuse this application.

Councillors considered that 5-day notice for planning application PA19/10638, the Chairman invited the representative of the applicants to address the meeting. The representative explained the changes of the plans to omit the garage as it had not been possible to meet the requirements of the Environment Agency with the garage included within the plans. The representative explained that the outline permission previously granted was for a much bigger dwelling and that the revised application met all other requirements.

Councillors questioned the representative including querying plans that had been superseded and the pond that had been removed from the site.

Following discussion between councillors Proposed by Cllr. Jose, seconded by Cllr. Stewart it was resolved to agree with the planning officer's recommendation to approve the application with the revised plans.

- (e) To note any planning appeals
None
- (f) To receive the report of planning decisions and correspondence and authorise any actions
The meeting noted that planning application PA20/02794 had been approved during the month of May.

Three members of the public left the meeting.

8669 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 £19,354.76 and the balance of the Savings Account stood at £35,185.04. The Bank statements were checked and signed by the Vice Chairman. The Chairman signed the bank Statements for the months of March and April 2020.
- ii) To approve the bank reconciliation for the months of March, April and May 2020
The Clerk presented the Bank reconciliation for the Months of March and April 2020 to the meeting. These were approved by councillors and signed by the Chairman.

The Clerk presented the Bank reconciliation for the Month of May 2020 to the meeting. This was approved by councillors and signed by the Vice-Chairman.

- iii) To receive the Payment Schedule for the period 1st May 2020 31st May 2020 and authorise payment of invoices received and payments scheduled for 1st June 2020 – 30th June 2020

The clerk displayed the payment schedule with payments totalling £1764.25 for the period 1st May – 31st May 2020 and the payments totalling £12937.00.00 scheduled for 1st June – 30th June 2020. Cllr. Stewart proposed that the clerk line up payments as listed in the schedule. This was seconded by Cllr. Symonds, put to the meeting and carried.

The Chairman signed the payment schedules for the months of April and May 2020, The Vice Chairman signed the payment schedule for the month of June 2020.

- iv) To note any income received

None

- v) To review the 2019/20 budget

Members noted the expenditure for the relocation of the telecommunications pole had made a significant difference to the budget for 19/20.

- vi) To review the 2020/21 budget

Members noted that the budget needed to be revised to reflect the spend on the relocation of the telecommunications pole and cost of COVID 19 in relation to the opening of the toilets. Members agreed to look at this further when the costs of the measures to become 'COVID secure' were known, and noted that the renovation of the former toilet building must wait until at least 2021/22.

(b) Clerks Report

With regards to the Remembrance Service the Clerk reported the current instruction of the RBL not to meet, gather, parade or hold services at present. Following discussion members asked the Clerk to proceed with informing CC of the road closure in case the event is able to happen, but to make no other arrangements at this stage, whilst the Chairman would consider what options would be available to make the occasion.

8670 **Update on the Public Toilets**, authorise any action and consider associated expenditure

Cllr Stewart gave an extensive update on the public toilets starting with details of the removal of the telecommunications pole. Cllr. Stewart indicated that it would likely be removed within the week.

Discussion moved to the potential re opening of the toilets. Members discussed the advantages of opening and remaining closed. Members noted many reports of people using the beach and land behind the toilets whilst they have been closed and it was noted that many visiting contractors including delivery drivers, postal workers and other contractors rely on public toilets being open, members also noted the public request for the facilities to be reopened. Members considered on balance the risk of the increase to the R number if more visitors were encouraged to visit the parish over other beach resorts where facilities remain closed.

Cllr. Stewart informed members that a specific COVID 19 risk assessment was required for the reopening of the toilets and the following three areas needed to be met to comply with being COVID Secure:

- Social Distancing
- Cleaning
- Hygiene and handwashing

Cllr Stewart informed the meeting that the cleaning contractor had completed a COVID19 specific risk assessment and that hygiene and hand washing were achievable, however social distancing would currently be impossible due to the width of the pavement. Cllr Stewart informed the meeting that social distancing could be achievable with the use of adjacent highway, however this may need a traffic management scheme and this would need to be supported by highways and CC Duffin. Cllr Stewart also informed members this may be expensive as a traffic management company would need to be employed and would likely require a TRRO which may also take 5 weeks to approve. Members concurred that the



use of the highway would give sufficient space both for social distancing and signage to be put in place and considered the funds required for such measures and where they could be sourced from.

Members considered the option of keeping the toilets closed, noting that this would be at the least cost to the council, members suggested erecting some temporary fencing to restrict access from the back to the back of the toilets to stop the antisocial behaviour that has been happening there. Members also discussed the possibility of having the bushes removed from behind the toilets to discourage improper use.

Councillors considered the options. Members noted great concern that if the toilets were open this would encourage more visitors to the beach, which has no RNLI Lifeguard cover. On balance it was noted that there were no facilities for those supporting the local businesses and takeaways. Members discussed at length the cost of providing hand sanitiser and raised concern that it could be misused or stolen. Cllr Jose suggested that the Parish Council had a responsibility to those who rely on public toilets when working to ensure that the toilets were open.

Members debated alternative to using the highway as space for social distancing but were unable to come up with a solution that was suitable.

Members of the public at the meeting suggested temporary toilets in the beach car park. Members commented that the car park did not belong to them so this was not something the Parish Council could follow-up.

The Chairman started to summarise the discussion stating that the group seemed minded to open the toilets but needed to address a number of hurdles first. Knowledge must be expanded perhaps by communication with Adrian Drake, a risk assessment must be completed, quotes gathered and consideration needs to be given to the disruption that will be caused by the removal of the Telecommunications pole. Members concurred that the risk assessment should take priority.

Cllr Stewart informed the meeting that the council needed to issue a notice to the public with the decision of today's meeting regarding the opening of the toilets and directed the clerk to the template circulated by CALC.

Councillors asked Mr Penhaligon to see if there was any funding available to support parish councils with the reopening of public toilets. CC Duffin was asked to liaise with Adrian Drake and ask that this is looked at with urgency.

On summarising the remaining debate, the Chairman stated that Portreath Parish Council will reopen the public toilets once COVID Secure, and that members would work at the quickest pace to bring this to fruition. Members agreed to meet on the 15th June to review this decision, the chairman asked members and the Clerk to support Cllr. Stewart where required.

8671 To Receive various items of correspondence, authorise any action and consider associated expenditure

The meeting noted correspondence received during the month of May:

- Gwel an Mor; Request for support from the community upon reopening, including request for the toilets and car park to be open.
- The Clerk confirmed that numerous requests for the toilets to be reopened had been received via email.
- The Clerk reported several emails regarding the speed of traffic at Bridge Moor. Members referred these to the speed watch scheme and asked CC Duffin to look into when this will be able to restart.
- Resident: Traffic mounting the pavement on Penberthy Road. The resident has been in contact with CC regarding this issue, who have said this is a police matter. CC Duffin commented that this was raised within the NDP consulting, and agreed to look into this again and see if there are any solutions that can be investigated.



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- The Clerk reported several emails regarding the trimming of parish footpaths. The Chairman reported that the trimming of paths was due to commence in mid-June, CC Duffin agreed to see if these works could be prioritised.
- Resident: Trimming of grassed triangle at Forth Vean. Members noted that the resident would like to see this area left wild due to the area being inhabited by lots of wildlife including a family of Stoats. CC Duffin agreed to follow this up with CC who have responsibility for maintenance if this area.

8672 To give consideration to any applications received for grants/donations

None

8673 To agree the date of the next meeting, Monday 6th July 2020, 8pm

The Chairman thanked members and the public for their participation and closed the meeting at 10pm.

6th July

Chairman – Cllr.