

**Notes for the meeting held under delegated authority via Zoom, of The  
Chairman, Vice Chairman and Clerk of PORTREATH PARISH COUNCIL  
held on Monday 4<sup>th</sup> May 2020 at 12noon.**



**PORTREATH**  
PARISH COUNCIL

**Present:** Councillors, Christopher Matijasevic (Chairman), Ian Stewart (Vice Chairman) & Lucy Jose Clerk to the Council.

**1. Chairman's Welcome and Safety Information**

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

**2. To Receive Apologies**

None

**3. Declaration of Interests**

The meeting noted that Cllr Hitchen declared an interest in planning application PA20/02254 and was not involved with any of the email discussion between councillors prior to this meeting regarding the proposal.

**4. Minutes from telecommunication meeting 06/04/2020**

The meeting agreed that minutes and notes from the meetings held on the 23/03/20, 06/04/20 and this meeting would be ratified at the next full meeting of this council.

The Clerk agreed that the notes from the meetings would be made available on the website.

**5. Review the document adopted on the 23<sup>rd</sup> March COVID-19: Portreath Parish Council Plan**

The meeting discussed the updates, advice and supplementary standing orders from CALC regarding the holding of virtual full council meetings and concurred that this council should be following these guidelines.

Under the scheme of emergency delegation (approved on the 23rd March), the meeting resolved to adopt supplementary Standing Orders to meet the statutory requirements for the holding of remote meetings, and this lasts until May 7th, 2021 or the repeal of legislation whichever is the earlier. The Clerk agreed to circulate these to councillors and add a copy of the document to the website.

Under the scheme of emergency delegation (approved on the 23rd March), the meeting resolved to sign up to the Pro package on the zoom platform to gain the ability to host full council meetings virtually at a cost of £11.99 a month.

The meeting agreed to update the document adopted on the 23rd March COVID-19: Portreath Parish Council Plan, to allow the council to meet virtually.

Following discussion, a test meeting with all councillors was scheduled for 12 noon on Monday the 18th May and a full council meeting scheduled to be held on the zoom platform on the 1st June 2020.

**6. COVID 19 Update**

The Chairman confirmed that he would continue to communicate with the volunteers in Portreath to pass any helpful information from Cornwall Council.

The meeting discussed the guidance circulated by CALC: Cabinet Office, Procurement Policy Note – Supplier Relief due to COVID 19 Action note PPN 02/20. The meeting agreed that contractors affected by this action note should be contacted and instructed from the 1<sup>st</sup> June 2020 to amend their invoices to ensure that they not to make profits on elements of a contract that are undelivered.



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## **7. Planning**

**Consider as consultees comments for:** The meeting noted that comments from all Councillors had been received and considered prior to the consultee comments being drafted with Cllr. Hitchen declaring an interest in planning application PA20/02254. 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.'*

### **a)**

#### **i) PA20/02254 - Unit 3 and 4 Cambridge Barn, New Portreath Road, TR16 4QL**

Reposition of approved extended dwellings known as Unit 3 & 4 Cambridge Barn (PA18/09260) and reposition of existing track

Following discussion, the meeting agreed to raise no objections to the proposal with the inclusion of the condition that the units marked for demolition are demolished prior to the proposed being built. The meeting noted conflicting information regarding the finished of the proposed within the design and access statement. The meeting requested that this information is clarified prior to approval.

#### **ii) PA20/02794 – Beachcomber, Sunnyvale Road, Portreath**

Following discussion and considering the comments of councillors and the planning officer, the meeting agreed to raise no objections to the proposal.

### **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**

None

### **e) To note planning decisions and correspondence**

It was noted that planning applications PA20/01386, PA20/01792 & PA20/02049 had been approved and PA19/03295/PREAPP had been closed with advice given.

## **8. Finance Update**

**The Clerk reported that the balance of the bank accounts stood at £57,527.53.**

The clerk confirmed that a cheque had been received as wayleave payment for the siting of the Openreach telecommunications pole on parish council land.

The Clerk suggested a review of the budget should be considered. The chairman asked for this to be included on the agenda for the June meeting.

## **9. Update on the re-siting if telecommunications pole**

The meeting noted that the new pole had been installed, however no wiring had been transferred to the new pole. The Vice-Chairman agreed to contact Openreach and ask for details of when the work would be completed as the meeting was minded that it would be helpful if works were completed prior to the reopening of toilets.

## **10. Update on the Environment Agency £4 million flood alleviation project for Portreath**

The report received from Tom Fletcher of the Environment Agency stated that the project continues to move forward with design work continuing and thought being given to the natural flood management part of the project. The project remains high priority however with the current challenges presented by the coronavirus pandemic the delivery date may change.



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The meeting was keen to take up Mr Fletchers offer of a virtual meeting and asked the Clerk to arrange this.

#### **11. NDP Update**

The Chairman reported that there had been little progress with the NPD, but the SEA had now been submitted, although no response had been received to date, the team envisage more work will be requested once the response is received.

The meeting noted that due to the current pandemic that there would be no referendum for NDP's until at least May 2021.

#### **12. Climate Action Group Update**

The meeting noted the report sent from Portreath CAN were pleased to hear that the first draft of the Climate Action Plan would soon be complete.

The Chairman reported having attended the webinar on 'Climate Change Action Plans' and confirmed that both the Vice Chairman and lead for Portreath CAN had also had access to the session.

#### **13. Update on Facemasks for Harbour House**

The meeting ratified the decision to source and purchase face masks for the staff at Harbour House. The Chairman thanked the vice chairman for arranging this and asked for this to be reported on social media and on the website.

#### **14. Requests for grants and funding from the S137 budget**

The meeting notes several requests for S137 grants from regional and national charities. The meeting noted that difficulties faced during these unprecedented times but concurred that supporting very local charities must remain the focus of the Parish Council.

The Chairman asked the Clerk to chase CC Duffin for the information requested on the S106 monies available for educational settings in Portreath.

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

- The Chairman raise the issue of the incorrect information signage in the village and asked the Clerk to contact Cornwall Council to request that it is rectified.
- The Clerk raised concerns regarding Japanese Knot Weed on the river bank near to the toilets. The Chairman agreed to investigate this once the location of the plant had been confirmed.
- The Clerk confirmed that Geoff Penhaligon had been in touch, The Chairman asked that he be invited to the Zoom meeting with the Environment Agency and the next Zoom meeting of the Parish Council.
- The Chairman asked the Clerk to promote to parishioners the celebrating of VE day from home. The Clerk also agreed to share resources for VE Day decorations and the purchase of VE Day medals for the children in the Parish.
- The Vice Chairman queried who is responsible for maintaining the grit bins is. The Clerk agreed to look into this.

#### **16. Close of Meeting**

The Chairman commented on a successful first Zoom meeting and closed the meeting at 1:15pm.