

**Minutes for the Annual MEETING of PORTREATH PARISH COUNCIL
held at St. Mary's Church Hall on Monday 9th May 2022, 6:30pm**



Councillors: Chairman Mr. I. Stewart, Mr. B. Jose, Mr. M. Hitchen, Mrs. G. Tull & Mrs. S. Nash
(from point indicated)
Cornwall Councillor Dave Crabtree
6 Members of the Public
Lucy Jose, Clerk to the Council

9139 To receive nominations for and appoint Chairman for the year 2022/23

The outgoing Chairman invited nominations for the position of Chairman for the year 22/23. Cllr. Jose nominated and proposed that members vote Cllr. Stewart as Chairman for the year 2022/23. This was seconded by Cllr Hitchen and members voted unanimously that Cllr. Stewart be installed as chairman for the year 22/23.

9140 Signature of Declaration of Office Register by newly appointed Chairman

Cllr. Stewart signed the Declaration of Acceptance of Office Register, witnessed by councillors and the Clerk & Proper Officer Lucy Jose.

9141 To receive nominations for and appoint Vice Chairman for the year 2022/23

The Chairman invited nominations for Vice Chairman, Cllr. Hitchen proposed that Cllr. Jose be nominated for this role. This nomination was seconded by Cllr. Tull, put to the meeting and carried unanimously.

9142 Chairman's Welcome

The Chairman welcomed those present to the meeting and explained procedures for the meeting.

9143 Chairman Notices

- The Chairman reported that he had recently attended a workshop with the mining villages group, where the group worked on updating the Rural Status report that had recently been shared with councillors. The Chairman confirmed that once the document was complete it would be submitted to Cornwall Council.
- The Chairman confirmed that he would be attending the next CPIR meeting and invited councillors and parishioners to also attend this online meeting.
- The Chairman reported attending the residents meeting discussing the removable bollards at Chynance. The Chairman explained that there was no real resolution and that the residents must work together to come up with a manageable solution.
- The Chairman explained that having spoken with Highways Manager, Adrian Drake who had indicated that the council should see the plans with ideas for improvements on Tregea Hill including the moving of the 30mph speed limit further up the hill, alternation of the positioning of the double yellow lines and the installation of a pedestrian footpath all the way up the hill, and the inclusion of the area in the 20 is plenty pilot. The chairman identified potential funding for the footpath from the CIL fund, CC Crabtree indicated he had expressed interest in the fund on behalf of the council. The Chairman commented this would need to go to public consultation and that it was unlikely any works would commence before the summer. The Chairman also commented that it was unlikely that the potholes at the bottom of the hill would be addressed before the works are confirmed for the top of the hill.

Cllr Nash Joined the meeting

9144 To receive apologies

Apologies were received from Cllr. J. Tull, Symonds and Goodwin.

9145 To Receive Declarations of Interest

None

9146 To confirm the minutes of meeting held on Monday 4th April 2022

Cllr. Tull proposed that that the minutes for the meeting held on 4th April 2022 be signed as constituting an accurate record of proceedings. This was seconded by Cllr. Jose, put to the meeting and carried unanimously.

9147 To confirm the minutes of the Finance and Staffing Committee held on the 6th December 2021



Councillors deferred approving the minutes as there were not sufficient members of the committee present to confirm the accuracy of the minutes.

9148 Public Participation Session, when members of the public may raise matters with Councillors

Residents present alerted Councillors to a road traffic accident that had occurred the previous day where a vehicle travelling up Tregea Hill at speed had caused considerable damage to the bus stop at Forth Vean. The residents highlighted how lucky it was that there had been no one waiting at the bus stop and reiterated their extreme concern that vehicles routinely speed round the corner coming onto Cot Road making it incredibly dangerous for pedestrians and vehicles attempting to exit Forth Vean. Residents highlighted that even vehicles travelling below the speed limit posed a hazard to vehicles pulling out of the junction and to pedestrians waiting at the bus stop or crossing the road. The residents presented the council with photographs of the accident scene and a diagram with a potential solution to the issue attached. The Clerk agreed to share the diagram with the highways department for their consideration.

The volunteer who represented the parish at the police liaison meetings addressed councillors with an update from Inspector Sophie Curtis:

- **Litter** – There has been an increase in litter at the very end of Lighthouse Hill – at the rear gate to RAF Portreath. The parish council contractor has cleaned this up. Police patrols have identified several vehicles gathering there at night and 2 males have been warned for Cannabis. We are liaising with RAF Portreath to see if we can put up a no littering sign. There also appears to have been some rubbish dumped in the old WW2 buildings in the last week as the big log blocking the gateway has moved.
- **Speed** - There are continuing complaints of speeding from Redruth to Portreath. Police speed checks have confirmed that vehicles are travelling too fast and we will try to return as and when we have the time and staff to do so. We have also suggested residents consider setting up a Community Speed Watch.
- **Tregea Hill** - As the weather is easing there has been an increase in parking on the double yellow lines at the top of Tregea Hill. This is a council matter and police have moved cars on however.
- **Parking at school** - Collection times has been spoken about – and we have spoken to the Councils School crossing manager to keep an eye on this and keep us updated. We have attended but it was not too bad on our patrols.

9149 Review of delegation arrangements to Finance and Staffing Committee

The Council reviewed the delegation arrangements to Finance and Staffing Committee and agreed that there were no amendments to the arrangements necessary.

9150 Review of the terms of reference for the Finance & Staffing Committee

The Council reviewed the terms of reference for the Finance & Staffing Committee and agreed that there were no changes required.

9151 Appointment of members to Finance & Staffing Committee;

Councillors agreed that membership of the Finance and staffing committee be the same as 21/22 and that members of the committee for the year 22/23 would be:

Cllr. J Tull Cllr. S. Goodwin Cllr. R. Symonds Cllr. S. Nash Cllr. I. Stewart

9152 Review of standing orders and financial regulations;

Following review of both documents the meeting RESOLVED to follow the Clerks recommendation and:

- Add Review Page to the Financial Regulations
- Add Review Page and include the Parish Council logo on cover page of the Standing orders.

9153 Review of arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses.

The Council reviewed the arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses, noting:

Contractors:

E Sampson	Litter Picking
K Richards Landscaping	Grounds Maintenance (toilets)
M Southerden	Management of Public Toilets
Wallgate	Service Contract for hand wash units in toilets

Arrangements are currently in place with:

Diane Green	Payroll Support
S Hudson Accounting	Auditor
PKF LittleJohn	Auditor
Vision ITC	Website Hosting, Data Back Up IT Support
ICO	Registration as Data Controller

Regular suppliers included:

BULB	Electricity; Toilets paid by Direct Debit
South West Water Business	Water & Sewerage; Billed quarterly, paid by BACS
NEST	Pensions; Monthly Direct Debit

9154 Review of representation on or work with external bodies and arrangements for reporting back;

The Council reviewed representation on or work with external bodies and arrangements for reporting back noting:

Body/Group/Organisation	Current Representation	Reporting Arrangements
CPIR Community Network Panel	Chairman	Verbal report at meetings where required
NHS North Kerrier Reference Group	Cllr. Gillian Tull	Brief email or verbal report at meetings where required
Police Liaison	Volunteer Parishioner	Written report and verbal report at meetings and in between where required
Mining Villages Regeneration Group	Chairman, Cllr. Goodwin	Verbal report at meetings where required
Mining Trails Group	Chairman, Cllr. Goodwin supported where required by Cllr Jose	Verbal report at meetings where required

Councillors agreed to continue with the arrangements for representation into 22/23.

9155 Review of inventory of land and other assets including buildings and office equipment;

Councillors reviewed the inventory of land and other assets including buildings and office equipment. The meeting agreed that this record was an accurate inventory of the councils' assets.

9156 Confirmation of arrangements for insurance cover in respect of all insurable risks;

The Clerk confirmed the insurance arrangement for the council and comment that the policy was due for renewal on the 1st June 2022. The Clerk recommended that the council approve the Long Term Agreement (LTA) for the 5 year premium detailed. Councillors RESOLVED to approve the 5 YEAR LTA with Zurich Insurance.

9157 Review of the Councils Risk Management policy and Register

The Council reviewed the Risk Management policy and Register and RESOLVED to follow the Clerks recommendation to add a review page to the document.

9158 Review of the Council's and/or staff subscriptions to other bodies;

Councillors review of the Council's and/or staff subscriptions to other bodies noting:

Body/Group/Organisation	Membership Type	Annual Cost
Cornwall Association of Local Councils (CALC)	Council Membership	£420.71
National Association of Local Councils (NALC)	Council Membership	£90.18
Society of Local Council Clerks (SLCC)	Clerks Membership	£186.00
Society of Local Council Clerks (SLCC)	Clerks CPD Membership	£55.00

9159 Review of the Council's complaints procedure;

Councillors Review of the Council's complaints procedure and RESOLVED to follow the Clerks recommendation to add a review page to the document.

9160 Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation (see also standing orders 11, 20 and 21);

Councillors reviewed of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation (see also standing orders 11, 20 and 21) and RESOLVED to follow the Clerks recommendation to add a review page to the Freedom of Information Act Policy for Handling Requests for Information.

The Clerk identified a gap in the Councils policies and requested that a councillor look at finding a data protection policy and document retention policy that can be adapted and adopted by this council. Cllr. Tull agreed to look at policies the council could adopt.

9161 Review of the Council's policy for dealing with the press/media;

The Clerk identified a gap in the Councils policies and requested that a councillor look at finding a Dealing with the Press/media policy that can be adapted and adopted by this council. Cllr. Tull agreed to search for a policy to amend and adopt.

9162 Review of the Council's employment policies and procedures;

The Clerk recommended that the council continues with current practice of the Finance & Staffing Committee managing staff matters, procedures and policies and that relevant policies to be reviewed at the September Finance & Staffing Committee meeting.

9163 Review of the Council's expenditure incurred under s.137 of the Local Government Act 1972.

The council reviewed the S137 expenditure for the year 21/22 noting:

Date	Amount	Particulars
26/10/21	£552.00	Royal British Legion – Poppy wreaths and decorations
31/01/22	£127.63	Portreath Preschool – Grant to purchase Wet weather gear to facilitate outdoor session
15/03/22	£292.50	Jubilee seed packs for parish children and residents
TBC	£17.00	Donation to Royal British Legion from Cllr. Crabtree

9164 Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.

The Council agreed that the dates for full council meetings for the year 22/23 be:

6 th June 2022	5 th December 2022
4 th July 2022	9 th January 2023
1 st August 2022	6 th February 2023
5 th September 2022	6 th March 2023
3 rd October 2022	3 rd April 2023
7 th November 2022	Annual Meeting of the Council 8 th May 2023

The Council agreed that the dates for the finance and staffing committee meetings for the year 22/23 be:

20 th June 2022
19 th September 2022
21 st November 2022
20 th March 2023

9165 Review the document COVID-19: Emergency Plan -Portreath Parish Council Plan

The Council agreed to follow the Clerks recommendation and update the plan to include the following amendments:

- Change name of plan to: **Portreath Parish Council –Business Cessation Plan**
- Remove section ‘**Action required by staff and Councillors**’
- **Business continuity, Scheme of Emergency Delegation** - Reword Emergency Scheme of Delegation approval to read: Portreath Parish Council delegates authority to the Clerk informed by consultation with members of the Council, to take any actions necessary with associated expenditure up to £1500.00 to protect the interests of the community and ensure council business continuity during the periods where it is deemed inappropriate to meet due to an emergency situation.’
- **Service Provision, Planning**- Remove reference to Covid-19
- **Service Provision, Business Continuity** – Remove reference to Covid-19 social distance measures
- **Review** - amend emergency delegation to ‘Clerk in consultation with councillors’
- **Review** - Retitle Review Section

9166 To note the decisions made under the scheme of emergency delegation during the year 21/22

The meeting noted the decisions made under the scheme of Emergency delegation during 22/23.

9167 To consider extending the period of emergency delegation to the clerk in consultation with the council until the next annual meeting of the council

The meeting considered extending the period of emergency delegation to the clerk in consultation with the council until the next annual meeting of the council, and RESOLVED that Portreath Parish Council delegates authority to the Clerk informed by consultation with members of the Council, to take any actions necessary with associated expenditure up to £1500.00 to protect the interests of the community and ensure council business continuity during the periods where it is deemed inappropriate to meet due to an emergency situation.

9168 To receive the report of Cornwall Councillor Dave Crabtree, authorise any actions and consider any associated expenditure

CC. Crabtree addressed the meeting highlighting issues he had dealt with in the month of April.

- **Martins Meadows/Feadon Lane:** Following complaints of residents that the volume of traffic for Gwel an Mor using Feadon Land had become unacceptable, CC Crabtree confirmed that Feadon Lane is indeed under the ownership of Gwel an Mor and they do have the right to use it for vehicular access. CC. Crabtree confirmed that he had discussed this with the management at Gwel an Mor who had agreed to direct traffic where possible to use the alternate access road.
- **Chynance Bollards:** CC. Crabtree confirmed that he had attended a residents meeting trying to come to a compromise over the issue of the removable bollards at Chynance. CC Crabtree commented that there was no real agreement reached, but a 6 month trial of Cormac holding the key and distributing to residents when required for maintenance would commence immediately, but some residents were considering legal action on the matter.
- **Environment Agency Flood Alleviation Scheme:** CC Crabtree confirmed works were due to commence later in the year.

- **Tregea Hill-Bottom:** Cc Crabtree confirmed that Cormac were aware of the issues at the bottom of Tregea hill, with the potholes, and that full resurfacing was unlikely prior to the scheme for the top of the hill is approved, but filling of the holes would be done in coming weeks.
- **Forth Vean:** Following the recent accident CC Crabtree confirmed he would bring the area of concern to the portfolio holder for transport to look at suitable solutions.
- **Tregea Hill -Top:** CC Crabtree confirmed that the local policing team are aware of the issue of vehicles parking on the double yellow lines and have agreed to move on vehicles parked dangerously where they have the resources to do so, and have offered to place no waiting cones out. The meeting concurred that this action would not be effective as the cones would be moved. CC Crabtree expressed his concern at the hazards of the current arrangements and commented that the installation of a footpath running the length of the hill would be helpful and commented that CIL funding could be used towards this project. The chairman asked CC Crabtree to express interest on behalf of the council in CIL funding for this infrastructure project.
- **Queens Ancient Woodland:** CC Crabtree explained that the old, twisted beach in Tehidy woods had been selected to be included in the Queen's ancient woodland, as part of the celebrations making the platinum jubilee.
- **Tehidy Woods Parking Consultation:** CC Crabtree confirmed that there would be no charges for parking at Tehidy at present, however the council still strives to make profit from the woods and that there may be new carparks opened that would be chargeable, including the possibility of overnight campervan parking included.

9169 Planning

(a) To give consideration as consultees to:

- i) **PA22/03327** | Construction of Timber Car Port Garage & Associated Works | The Emerald School Lane Portreath Cornwall TR16 4JP
Councillors considered the proposal and raised concern of the flood risk to the proposed. Following discussion councillors unanimously **RESOLVED** not to object to the proposal providing that an appropriate flood risk assessment has been carried out and found acceptable by the Environment Agency.
- ii) **PA22/02650** | Permission in Principle: Construction of single dwelling | Land North Of Carn View Cambrose Redruth Cornwall TR16 4HT
Following discussion about the proposal and the planning history for the location, councillors **RESOLVED** not to object to the proposal at this stage and await a full planning application before giving further comment.
- iii) **PA22/03697** | Proposed rear extension and garage conversion with internal alterations | 39 Tregea Close Portreath Cornwall TR16 4TR
Councillors **RESOLVED** to support this proposal.

(b) To give consideration to:

- i) **PA22/03072** | Cross-subsidy residential development consisting of 6 dwellings (3 affordable), access and landscaping | Land Off Forthvean Road Porthtowan Cornwall TR4 8AY
The Chairman summarised the proposal and reminded the meeting of the planning history for the location. Members noted the strong public objection and the objection of St Agnes Parish Council.

Cllr. Jose proposed that members of Portreath Parish Council object to this proposal: Whilst this development is not within the parish of Portreath following the boundary review this council sees no reason to support the proposal and continues to object to the development of the site in line with their objection to planning application PA20/04003. This was seconded by Cllr. Tull put to the meeting and carried unanimously.

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

None

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

None

(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 applications PA21/12616, PA22/00178 and PA22/02683 had been approved during the month of April.

9170 To Complete and approve the Annual Governance Statement for the year 2021/22

The meeting noted receipt of the internal audit report.

Following debate Cllr. Hitchen proposed that the Annual governance statement be completed with the response yes to questions 1-4 and 6-8, No to question 5 and n/a to question 9. This was seconded by Cllr. Jose, put to the meeting and carried unanimously.

The Annual Governance Statement was signed by Chairman and the Clerk with councillors as witnesses.

9171 To Approve the Accounting Statements for the year 2021/22

The Clerk presented the Annual accounting figures to members. Following debate, Cllr. Nash proposed that the Annual Accounting statement be signed by the Chairman as a fair representation of this Council's finances. This was seconded by Cllr. Tull, put to the meeting and carried unanimously.

9172 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 30th April 2022 balance of the current account stood at £46,198.00 and the balance of the Savings Account stood at £40,238.38. The Bank statements were signed by The Chairman.

ii) To receive the Payment Schedule for the period 1st April– 30th April 2022 and authorise payment of invoices received, and payments scheduled for 1st May – 31st May 2022

Out lining the payment schedule the Clerk detailed payments made totalling £4529.23 for the period 1st April 2022 – 30th April 2022 and payments totalling £12366.00 due for payments in the period 1st May 2022– 31st May 2022.

Cllr. Nash proposed that the clerk line up payments as listed in the schedule. This was seconded by Cllr. Tull, put to the meeting and carried unanimously.

iii) To note any income received

The meeting noted income of £41,542.89 made up of the first instalment of the precept and CTS grant, a CIL payment (£2519.77) and the 21/22 VAT refund (£2167.89)

iv) To note the receipt of CIL funds and consider the creation of a CIL reserve, authorise any action and consider associated expenditure

The Clerk advise that a CIL payment of £2519.77 had been received and recommended that the council Create a CIL Reserve using the CIL income received with the Precept £2519.77 and the CIL Monies received in 21/22 £ 1102.50. Making a total reserve of £3622.27. The Clerk advised that this will not affect the budget set at the December meeting as the year has started with slightly increased funds than predicted.

Councillors considered the recommendation and RESOLVED to council Create a CIL Reserve using the CIL income received with the Precept £2519.77 and the CIL Monies received in 21/22 £ 1102.50.

v) To note and approve the regular direct debit payments from the current account

Councillors noted the current direct debit payments the Council makes and unanimously RESOLVED to approve the use of direct debit for the payments for the year 22/23.

vi) To approve the use of BACS and CHAPS payments

Councillor unanimously **RESOLVED** to approve the use of BACS and CHAPS payment to maintain smooth running of the councils' finances.

vii) To note the RPI increase of 6.8% relevant to the contracts:

- Litter Collecting in the Parish of Portreath, for the period 01/04/20 to 31/03/23
 - Management of the Portreath Parish Public Toilets: Portreath, for the period 01/04/20 to 31/03/23
 - Contract for the Grounds Maintenance – Land surrounding the Public Conveniences and Former Public Toilets Block: Portreath, for the period 01/04/20 to 31/03/23
- Councillors noted the 6.8% increase in RPI relevant to the contracts listed above.

viii) Review of fees and charges

Councillors reviewed the fees and charges the council is committed to for the year 22/23.

To	Frequency	Particulars	Amount
ICO	Annually	Annual Registration fee to ICO – Data Controller	£35.00
Unity Trust Bank	Quarterly	Account Fees	£18.00
BULB	Paid by monthly DD	Standing Charge	£0.3277
	Paid by monthly DD	Unit Price/ KWH	£0.2739
South West Water	As billed quarterly	Water / Cubic Meter	£1.9961
	As billed quarterly	Sewerage/ Cubic Meter	£3.3386
	As billed quarterly	Standing charge	£0.1956
Vision ICT	Annually	Website Hosting	£175.00
	Annually	SSL Certificate	£50.00
	Annually	Data Back up	£120.00
Hudson Accounting	Annually	Internal Audit	£200.00
PKF Littlejohn	Annually	AGAR	£300.00
D Green	Annually	Payroll Support	£120.00

(b) Clerks Report

i) General Update

- **Vanessa Luckwell, Community Link Officer:** The Clerk informed the meeting that she and the Chairman would be meeting with Ms Luckwell to discuss forming Community Emergency Plan and to consider future projects of the council.
- **Staff Holidays:** The Clerk advised the meeting of their scheduled annual leave.
- **New Laptop:** The Clerk confirmed that the new laptop was up and running and that they are awaiting delivery of the screen to run alongside the laptop.
- **Training Schedule:** The Clerk drew councillors' attention to the recently circulated training schedule as asked members to contact them if they want booking on to any of the sessions.
- **Bank Paperwork:** The Clerk advised that the application to have Cllr. Nash added as a signatory had come to a halt due to the resignation of Cllr. Kessell, bay asked that relevant paperwork was signed to try and proceed with the application.
- **June Meeting:** The Clerk advised that due to upcoming bank holidays the agenda for the June meeting will need to be published early, therefore this will be a short agenda, with minimal business transacted at the meeting. The Clerk requested that any items for inclusion on the agenda be forwarded asap.
- **Casual Vacancy:** The Clerk confirmed that Cornwall Council had been notified of the vacancy, and that Cornwall Council had issued a notice of the vacancy. The Clerk explained the process

for filling the vacancy commenting that an election could be costly to the council. The Clerk confirmed that by the next meeting the council should know if the position should be filled by election or co-option.

ii) Queens Platinum Jubilee

- **Jubilee Beacon:** The Clerk confirmed that the beacon was on order as was the gas for the beacon. The Clerk asked for a volunteer to collect the gas. Cllr J Tull was volunteered to collect.
- **Jubilee Seeds:** The Clerk confirmed that the seeds had now been circulated, and just a few packets remained. Cllr Hitchen asked for the remaining seed packets.
- **Jubilee Beacon Trail:** The Chairman summarised the trail sponsored by Gwel an Mor and confirmed that the posters were now in place and that the trail is operational.
- **Street Parties;** Cllr. Tull gave a summary of the parties planned throughout the parish.

9173 Update on projects for the year 21/22, authorise any action and consider associated expenditure

a) Public Toilets

The Chairman confirmed that all cubicles were open daily, and that spot check showed the cleaning was adequate at present. The chairman reported reactive maintenance carried out during the month of April.

b) Neighbourhood Development Plan (NDP)

The Chairman confirmed that the referendum for the NDP would be held on the 23rd June and that advertising would commence on the 12th May. The Chairman reminded the meeting that they were only allowed to promote the referendum and not influence the vote in any way.

c) Signage

The Chairman confirmed that the council awaits confirmation of the excavation licence, which they have recently chased.

d) Technology

The meeting confirmed that the new laptop was now up and running and that the clerk awaits delivery of the screen to run alongside the laptop.

The Chairman confirmed that it was still the intention to replace the projector and screen and that would be done in the near future.

e) WAAF Site

i) General update

Nothing of note to report.

ii) Update on the proposals for the future of the WAAF Site, authorise any action and consider associated expenditure

- General Update

The Chairman summarised the project to date, outlining the overage clause in the transfer from Cornwall Council, commenting that this could be problematic moving forward if Cornwall Council would not waive the clause. The Chairman informed the meeting that the developers were concerned regarding this clause, however had indicated that they would negotiate with Cornwall Council to have the clause waived if needed.

The Chairman reported that following consultation with Cornwall Council it did look that they were minded to waive the overage clause and the planning department minded to support an application for 100% affordable housing in the area.

- Consider the formation of a WAAF Site Working Group authorise any action and consider associated expenditure

The Chairman recommended that a working party be set up to expedite the affordable housing project. The Clerk commented that a working party could be made up of members of the general public as well as councillors.

The Chairman, Cllrs. Jose, Hitchen and member of the public Mr Boorman- Hewitt volunteered to make up a working group.

The Chairman proposed that the working group be formed with initial membership of themselves, Cllrs Jose and Hitchen and member of the public Mr Boorman- Hewitt. This was seconded by Cllr. Tull put to the meeting and carried unanimously.

The Chairman commented that the next step for the project was to sign the head of terms document once the advised amendments had been made. The Chairman proposed that the working group be given the authority to sign the Heads of Terms document on behalf of the council to save any further delay in the project. This was seconded by Cllr. Nash, put to the meeting and carried unanimously.

9174 To Consider the future of the Former public toilets, following the decision of the Portreath Improvements Committees decision not to accept the transfer of the asset, authorise any action and consider associated expenditure

The Chairman reminded councillors of the options when the future of the building was last considered:

- a) Source funds to refurbish the current building.
- b) Source Funds to knock down the former toilets building and use the land for community/ heritage purpose or picnic area/ seating area or recycling area
- c) Sell the building, outright. Use funds (50% of net sale fund) for supporting the Parish Council Budget
- d) Obtain planning permission for a multi - use building, including parish office and small meeting place
- e) Pass the asset to a Portreath Community Organisation

The Chairman reminded the meeting that this council had resolved to prioritise options:

priority 1: Option E, priority 2: Option D and priority 3: Option B at their meeting on the 6th September 2021.

Cllr. Hitchen raised the possibility of a parish office and meeting space within the development at the WAAF site. The Chairman commented that the council had agreed that it did not consider this an appropriate place for such facility.

Councillors considered the funds that may become available following the completion of the affordable housing project at the WAAF site and commented that this funding would be sufficient to bring option d to fruition.

The Chairman commented that the overage clause in the transfer from Cornwall Council would likely reduce the market value of the building considerably.

Councillors concurred that using funds generated by the sale of the WAAF site for affordable housing was a project worth exploring, and that retaining the land would be beneficial to the parish.

Councillors noted that there was no real ongoing cost to retaining the building as it is at present and agreed that it could be offered as storage on a short-term basis to local business who had shown interest, as it had been in the past to generate income in the short term.

Following further discussion Cllr. Jose proposed that the council waits to see what happens with the WAAF site with a view to using funds raised in developing the former public toilets into a parish office and community asset, Should the WAAF site project not come to fruition, look for alternate funding with the over all decision to keep the land under parish council ownership, to be reviewed in May 2025. This was seconded by Cllr. Tull, put to the meeting and carried unanimously.

CC Crabtree advised speaking with the community link officer to look at potential funding sources.

Cllr. Hitchen suggested that planning for development should be sought as soon as possible. Councillors considered the cost involved with a full planning application and asked the Clerk to identify potential monies from the current budget which could be used to get the project moving.

9175 To receive various items of correspondence, authorise any action and consider associated expenditure

a) Correspondence circulated by email

- To note the reply from Cornwall Council to this council's response to the 2020 off Street Parking Places Amendment Order Consultation
The meeting noted the reply from Cornwall Council.

b) General correspondence

None

c) Correspondence received since the preparation of this agenda

None

9176 To give consideration to any applications received for grants/donations

The Clerk outlined requests from funding from Cornwall Citizens Advice and Cornwall Hospice Care. The Clerk advised that these would not normally be eligible to apply through the S137 grant policy, however under the General Power of Competence, should the council wish, a donation could be made to these charities.

9177 To agree the date of the next meeting, Monday 6th June 2022, 6:30pm

The meeting **RESOLVED** that the date of the next meeting be Monday 6th June at 6:30pm.

9178 Close of Meeting

The Chairman thanked everyone for their attendance and participation and closed the meeting at 20:52.