

**Minutes for FULL MEETING of PORTREATH PARISH COUNCIL  
on Monday 2<sup>nd</sup> September 2024, held at St. Mary's Church Hall, 6:30pm**



Councillors: Mrs S. Nash, Mrs Jarman & Mr. J. Tull  
Cornwall Councillor Dave Crabtree  
6 Members of the Public  
Lucy Jose, Clerk to the Council

Abbreviations:

<b>CC</b>	Cornwall Council
<b>EA</b>	Environment Agency
<b>PPC</b>	Portreath Parish Council
<b>NKEP</b>	North Kerrier & East Penwith Community Area
<b>MVRG</b>	Mining Villages Regeneration Group
<b>CAP</b>	Community Area Partnerships
<b>NDP</b>	Neighbourhood Development Plan
<b>PIC</b>	Portreath Improvements Committee
<b>PAL</b>	Portreath Association Limited
<b>CALC</b>	Cornwall Association of Local Councils
<b>CaP</b>	Climate Action Plan
<b>CAWG</b>	Climate Action Working Group
<b>WAAF</b>	Women's Auxiliary Air Force
<b>HOT</b>	Heads of Terms
<b>CIL</b>	Community Infrastructure Levy
<b>CLUP</b>	Community Levelling Up Program
<b>AfC</b>	Action for Children
<b>TOR</b>	Terms of Reference
<b>SEND</b>	Special Educational Need and Disabilities
<b>TPO</b>	Tree Protection Order

**24197 Chairman's Welcome**

In the absence of Cllr. Goodwin, Cllr. Nash as Vice Chairman assumed the role of Chairman for the meeting and introducing themselves to those present. The Chairman outlined safety procedures to those present. The Chairman reminded members of the public that this is a meeting of the parish council held in public and not a public meeting. The Chairman reminded members of the public that their time to address councillors was during the public participation session, item 6 on the agenda.

**24198 To confirm the minutes of the full council meeting held on Monday 29<sup>th</sup> July 2024**

Councillors unanimously **RESOLVED** the minutes for the meeting held on 29<sup>th</sup> July 2024 be signed as constituting an accurate record of proceedings.

**24199 To Receive Apologies**

The meeting noted apologies from Cllrs. G. Tull, Stewart, Goodwin, Parker and Hitchen.

**24200 Declaration of Interests**

The Clerk declared an interest in planning application PA24/05868.

**24201 Chairman's Report**

None

**24202 Public Participation Session, when members of the public may raise matters with Councillors, (limited to 3 minutes per speaker with a maximum of 15 minutes in total)**

Representatives of the Slow Down Porthtowan Group addressed the meeting speaking passionately about the need for the speed of traffic to be reduced with particular emphasis on the section of Road between Cambrose and Porthtowan and increasing pedestrian safety. The representatives outlined the proposals contained in the report '[Slow Down Porthtowan](#)' and requested the support of the council in their campaign to reduce the speed of traffic between Porthtowan and Cambrose.

**24203 To receive the report of Cornwall Councillor Dave Crabtree,** authorise any actions and consider any associated expenditure

The meeting noted CC Crabtree's Report.

[CC Crabtree's September Report](#)

#### **24204 Planning**

**(a) To give consideration as consultees to:**

- i) [PA24/05868 | Sub-division and extension of existing dwelling to provide an additional dwelling | 15 Glenfeadon Terrace Portreath Redruth Cornwall TR16 4JX](#)

The Chairman outlined the planning application and invited the planning agent for the application to speak. The planning agent outlined the proposal addressing the comments from objectors on the planning portal.

Councillors considered the proposal and asked question of the planning agent.

Following discussion Members of Portreath Parish Council unanimously **RESOLVED** to support the proposal providing that the World Heritage Officer has no objections and request that the Principal Residency Policy (policy3) of the Portreath NDP is applied to both properties.

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

The Clerk advised that two applications (PA24/06191 & PA24/06591) had been received since the preparation of the agenda, and that they would arrange a short planning meeting on the 16<sup>th</sup> September for these to be considered.

**(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 receive the report of planning decisions and correspondence and authorise any actions**

The meeting noted that planning application PA23/08436 had been refused and advice had been given in planning application PA24/05593.

**24205 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 31<sup>st</sup> August 2024 balance of the current account stood at £66,039.12 and the balance of the Savings Account stood at £64,081.55. The bank statements for the month of June 2024 were signed by Cllr. Jarman.

**ii) To approve the bank reconciliation for the month of July & August 2024**

The Clerk presented the Bank reconciliation for the month of July 2024 to the meeting. This was approved by councillors and signed by Cllr. Jarman.

The Clerk presented the Bank reconciliation for the month of August 2024 to the meeting. This was approved by councillors and signed by Cllr. Jarman.

**iii) To receive the Payment Schedule for the period 1<sup>st</sup> July– 31<sup>st</sup> July 2024, and 1<sup>st</sup> August – 31<sup>st</sup> August 2024 and authorise payment of invoices received, and payments scheduled for 1<sup>st</sup> September 2024 – 30<sup>th</sup> September 2024**

Outlining the payment schedule the Clerk detailed payments made totalling £37,802.85 for the period 1<sup>st</sup> July 2024 – 31<sup>st</sup> August 2024 and payments totalling £14,110.00 due for payment in the period 1<sup>st</sup> September 2024 – 30<sup>th</sup> September 2024.

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

**iv) To note any income received**

The meeting noted income totalling £84,820.43 received during the months of July and August 2024. Made up of £14.50 BOPP donations, £75,000.00 second instalment of the CLUP grant and £9823.93 VAT reclaim.

**(b) Staffing Committee**

**i) General update**

The meeting noted that update in the Clerks Report.

**Clerk's Report**

**ii) Review membership of the staffing committee**

The meeting reviewed the membership of the committee. The membership of the committee was confirmed as Cllrs Goodwin, J. Tull, Stewart, Nash and Stewart.

**(c) Clerks Report, authorise any action and consider associated expenditure**

**i) General report**

The meeting noted the Clerk's Report.

**Clerk's Report**

**(d) Police Liaison Report, authorise any action and consider associated expenditure**

The meeting noted that there had been no meeting over the summer.

**(e) Update from the Youth and Community Engagement Working Group, authorise any action and consider associated expenditure**

None

**(f) Update from the Climate Action Working Group, authorise any action and consider associated expenditure**

The Clerk reported that the lead for the groups had stepped down, however was hoping to return next year. The Clerk asked if councillors would take the lead with the CAWG.

**24206 To note the conclusion of Audit - Annual Governance and Accountability Return for the year ending 31<sup>st</sup> March 2024, authorise any action and consider associated expenditure**  
Members of Portreath Parish Council noted the conclusion of Audit - Annual Governance and Accountability Return for the year ending 31<sup>st</sup> March 2024.

**24207 To approve the draft of the letter to South West Water outlining the vote of No Confidence at the meeting 29/07/24 and requesting that they consider working with the council to look at the promised enhanced monitoring, the planned improvements and to have input into how the promised funding will be allocated further more to engage with the community in this process, authorise any action and consider associated expenditure**  
Councillors unanimously **RESOLVED** to approve the draft of the letter to South West Water outlining the vote of No Confidence at the meeting 29/07/24 and requesting that they consider working with the council to look at the promised enhanced monitoring, the planned improvements and to have input into how the promised funding will be allocated further more to engage with the community in this process and requested that the Clerk send the letter to the people identified in the list of recipients.

**24208 To consider the request of parishioners for support in reducing the speed limit on Chapel Hill from 60mph to 40mph, authorise any action and consider associated expenditure**  
The Clerk informed the meeting that following the brief discussion on the 29<sup>th</sup> July that the Highways manager had agreed to conduct a RADAR class assessment on Chapel Hill before the end of the financial year. CC Crabtree indicated that if the equipment was available, they would envisage the assessment starting within 3 months.

Councillors concurred that most of the proposal was not in the Portreath Parish and therefore would have little influence on this matter, however Councillors were keen to support the reduction in the traffic speed on Chapel Hill.

Members of Portreath Parish Council unanimously **RESOLVED** to support the request of the Slow Down Porthtowan Group by requesting that Highways consider the proposal within the report Slow Down Porthtowan report in reducing the speed limit from Cambrose to Porthowan.

**20209 Update on projects for the year 24/25, authorise any action and consider associated expenditure**

**a) Former Public Toilets**

**i) Update on the progression of the redevelopment of the building, authorise any action and consider associated expenditure**

The Clerk reported that there had been several project meetings through August and that a finance meeting was scheduled with the contractors in September.

The Clerk confirmed that windows and doors were now being fitted and that the electrical and plumbing first fix had been completed as well as the floor screed being poured.

The Clerk confirmed that it was the contractors' confidence that the building would be finished before the end of October.

**b) Public Toilets**

**i) General Update**

None

**c) Potential Acquisition of the land known as: Lighthouse Hill Car Park, Recreational Ground, Playing Field & surrounding land from Cornwall Council, authorise any action and consider associated expenditure**

**i) General Update**

None

**24210 To receive various items of correspondence, authorise any action and consider associated expenditure**

**a) Correspondence circulated by email**

None

**b) General correspondence**

- Request for meetings to be recorded. The Clerk highlighted the correspondence received, as published in the Clerk's report, and requested that councillors consider the request during the budgeting process.

**c) Correspondence received since the preparation of this agenda**

- Consultation on the Proposed Pedestrian Crossing Facility at Sea Front, Portreath. The Clerk shared the proposal and agreed to post details of the consultation on the proposal on the council website and social media pages.

**24211 To give consideration to any applications received for grants/donations**

None

**24212 Close of Meeting**

The Chairman thanked everyone for their attendance and participation and closed the meeting at 19: 53.

16<sup>th</sup> September 2024

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Cllr. S. Goodwin